

**OKLAHOMA STATE POLYGRAPH EXAMINERS BOARD  
REGULAR MEETING**

**Edmond Police Department  
100 E. 1<sup>st</sup> St, Edmond, OK 73034**

**Friday, October 20, 2023  
10:00 AM**

**Regular Meeting Minutes**

**MEMBERS PRESENT:**

Jason Holt, Chairman  
David Otwell, Vice Chairman  
Shawn Ward, Secretary  
Joel Franks, Member

**STAFF PRESENT:**

Marcus Williams, Assistant Director  
Breanna Atkeson, Recording Secretary  
Janey Rowden, Records Manager  
Kaitlynn Green, Data Entry Clerk

**ABSENT:**

Cliff Fielding, Member

**GUESTS:**

Brian Exinia  
Charles Denson  
Todd Ward  
Josh Mize  
Mark Drummond  
Greg Wipfli

- 1. Call Meeting to Order**  
Chairman Jason Holt convened the board meeting of the Polygraph Examiners Board at 10:02 a.m.
- 2. Open Meeting Act Compliance**  
Chairman Jason Holt verified that the meeting was being held in compliance with the Oklahoma Open Meeting Act.
- 3. Roll Call**  
Roll taken: (4) Four members were present representing a quorum.
- 4. Review, discussion, and possible action concerning the Minutes from the Board's July 21, 2023 meeting.**  
**Action Taken:** Member Joel Franks made a motion to approve the minutes. Vice Chairman David Otwell made the motion to second. Chairman Jason Holt voted yes. Vice Chairman David

Otwell voted yes. Secretary Shawn Ward voted yes. Member Joel Franks voted yes. Motion carried 4-0.

**5. Review, discussion, and possible action concerning Intern Specification Review(s) / Applications for licensure / Late Renewal(s) / Applications for licensure by reciprocity.**

Chairman Holt discussed the renewal process and when letter/reminders would be sent out Janey Rowden informed should be November 1, 2023. Janey Rowden also stated all renewal applications and continuing education would be entered online by the examiner through the individual's portal.

A. Joshua Mize – Midwest City PD (Sponsor – Greg Wipfli) Completed Polygraph intern application online October 8, 2022. Will complete Texas Polygraph School November 12. **Action Taken:** Vice Chairman David Otwell made a motion to approve 5 specification exams for a total of 24 exams and to approve a 6-month extension on intern license. Member Joel Franks made the motion to second. Chairman Jason Holt voted yes. Vice Chairman David Otwell voted yes. Secretary Shawn Ward voted yes. Member Joel Franks voted yes. Motion carried 4-0.

B. Charles Denson – Midwest City PD (Sponsor – Greg Wipfli) Completed Polygraph intern application online October 8, 2022. Will complete Texas Polygraph School November 12. **Action Taken:** Vice Chairman David Otwell made a motion to approve 5 specification exams for a total of 18 exams and to approve a 6-month extension on intern license. Secretary Shawn Ward made the motion to second. Chairman Jason Holt voted yes. Vice Chairman David Otwell voted yes. Secretary Shawn Ward voted yes. Member Joel Franks voted yes. Motion carried 4-0.

C. Brian Exinia – OSBI (Sponsor – Mark Drummond) Completed Polygraph School at Northeast Counterdrug Training Center – Polygraph Training Program 8/4/2023. Testing done by Shawn Ward 8/17/2023 – Passed. **Action Taken:** Secretary Shawn Ward made a motion to approved Brian Exinia polygraph intern application for a 12-month intern license. Vice Chairman David Otwell second. Chairman Jason Holt voted yes. Vice Chairman David Otwell voted yes. Secretary Shawn Ward voted yes. Member Joel Franks voted yes. Motion carried 4-0.

Assistant Director Marcus Williams, Greg Wipfli, Charles Denson and Joshua Mize left the meeting at 10:32am.

**6. Review, Discussion, and possible action regarding 2024 meeting dates.**

Dates and place recommended January 19, 2024, at CLEET in Ada, OK – April 19, 2024, at CLEET in Ada, OK – July 19, 2024, at CLEET in Ada, OK – October 18, 2024, at CLEET in Ada, OK.

**Action Taken:** Member Joel Franks made a motion change October date to October 25, 2024, and to change place of January 19, 2024, July 19, 2024, and October 25, 2024, meeting to

Edmond Police Department and April 19, 2024, meeting to CLEET. Chairman Jason Holt voted yes. Vice Chairman David Otwell voted yes. Secretary Shawn Ward voted yes. Member Joel Franks voted yes. Motion carried 4-0.

7. **New Business, if any. The reference is 25 O.S. §311(A)(10) and provides that “new business” means “any matter not known about, or which could not have been reasonably foreseen prior to the time of the posting.”**

Chairman Holt again brought up the renewal process that was discussed in item 5.

**No action taken.**

8. **Public Comments**

No public comments.

9. **Adjournment**

**Action Taken:** Chairman Davit Otwell made a motion to adjourn. Member Joel Franks second. Chairman Jason Holt voted yes. Vice Chairman David Otwell voted yes. Secretary Shawn Ward voted yes. Member Joel Franks voted yes. Motion carried 4-0.

Secretary Shawn Ward adjourned the meeting at 10:57 a.m.