

**Advisory Council on Law Enforcement Education and Training**  
**REGULAR MEETING**  
**K. O. Rayburn Training Center, 2401 Egypt Road, Ada, Oklahoma 74820**  
**April 5, 2012**  
**MINUTES**

**MEMBERS PRESENT:**

Chief Danny Ford, Chairman, Duncan P.D.  
Lt. Blake Green, Vice-Chair, Norman P.D.  
Chief Deputy Tim Albin, Tulsa County S.O.  
Agent Kendall Ballew, Dept. of Corrections  
Deputy Chief Brandon Berryhill, Broken Arrow P.D.

(arrived at 10:11 a.m.)

Director Jeff Harp, Univ. Central Oklahoma  
Captain Steve Pelto, Bryan County S.O.  
Chief Harvey Rutherford, Woodward P. D.  
Major Bill Weaver, Oklahoma City P.D.  
Officer Reggie Cotton, Muskogee P.D.

(Attended at the request of Chief Rex Eskridge, Muskogee P.D.)

**STAFF PRESENT:**

Steve Emmons, Executive Director  
Charles Gerhart, Assistant Director  
Chris Sutterfield, Chief of Operations  
Laurie Schweinle, Recording Secretary

**MEMBERS ABSENT:**

Chief B.J. Dudley, Prague P.D.  
Chief Rex Eskridge, Muskogee P.D.  
Mr. Jerry Mayfield, Dept. of Corrections  
Special Agent Kurt Stoner, F.B.I.  
Lt. Brent Sugg, Oklahoma Highway Patrol  
Major Rob Turner, Tulsa P.D.  
Sheriff Bill Winchester, Garfield County S.O.

**1. Call Meeting to Order**

Chairman Danny Ford called the meeting to order at 10:00 a.m. Roll was called, and 8 members were present. A quorum was not represented.

**2. Approval of Minutes**

This item was skipped initially due to lack of quorum. It was revisited after Deputy Chief Berryhill's arrival at 10:11 a.m.

There was no discussion.

Action Taken: Agent Ballew made a motion to approve the minutes of the January 5, 2012, meeting as

written. Major Weaver seconded the motion. A roll call vote was taken and the motion carried unanimously, 9-0.

### **3. Advisory Council Composition**

This item was skipped initially due to lack of quorum. It was revisited after Deputy Chief Berryhill's arrival at 10:11 a.m.

Agent Ballew advised that he had dealt with the applicant on several occasions and always found him to be very helpful.

Action Taken: Agent Ballew made a motion to recommend Sheriff Scott Jay, Beckham County Sheriff's Office, to the Council for appointment to the Advisory Council as the Region Nine representative. Chief Deputy Albin seconded the motion. A roll call vote was taken and the motion carried unanimously, 9-0.

### **4. Curriculum Review Board**

Director Emmons reported that daily physical training had been implemented into the Basic Academy and that it was going well. He also advised that the active shooter training grant was going well, is well-received by officers, and that requests to hold this training are coming in frequently. There has also been a request to expand the training to campus police officers, and that is expected to move forward.

Chief Deputy Albin commented that he had spoken to several officers involved in an active shooter incident, and they reported the training to have been invaluable in that situation. Director Emmons also informed Advisory Council members that the grant has been continued for another year and that there are plans to buy another training kit as well as some other resources.

Director Emmons then updated members on the status of the distance education program. He reported that the broadcast room at CLEET is complete and that a training course on how to operate the equipment had been held in March with about fifteen instructors attending. Director Emmons also said that he would like to move toward a computer to computer system with the distance education program.

Director Emmons advised that Broken Arrow Police Department wanted to offer some of their resources to videotape training, save it to a disc, and allow officers to do training during down time while they're on duty. Director Emmons said CLEET would like to do this. He also reported that CLEET is still very active with LSU and NCBRT and another NCBRT conference would be coming up in May.

Deputy Chief Brandon Berryhill arrived at 10:11 a.m. creating a quorum, and items 2 and 3 were revisited at this time.

## 5. Legislative and Rule Update

Director Emmons advised that the Evidence Based Domestic Violence training would remain voluntary for now. It has been added to the Basic Academy, and CLEET is encouraging officers that respond to domestic violence calls to attend this class as continuing education. However, if training is not attended, the bill will probably come up again next year.

Director Emmons then reported that the bill requiring four hours of human trafficking training would also remain voluntary for now. The hours of human trafficking training in the Basic Academy have been increased from two to four, scenario training has been added, and additional human trafficking continuing education classes.

The other legislation Director Emmons reported on was Senate Bill 1872 or the Bounty Hunter Bill. If passed, the CLEET Private Security Division would be responsible for the licensing of bounty hunters. Director Emmons said that one problem is it is not possible to know how many bounty hunters there are currently in the state and therefore cannot judge the impact it would have on CLEET.

Chief Deputy Albin asked if there was an arrestable offense included in the bill. Director Emmons replied that there were various restrictions in the bill that would be placed on bounty hunters and if violated it could be considered impersonating an officer.

Director Harp inquired if any thought had been given to reciprocal agreements with other states. Director Emmons said he did not recall any discussion regarding this matter and that it was his understanding they would have to be licensed in Oklahoma to work as a bounty hunter here.

Chris Sutterfield, CLEET Chief of Operations, advised that there was a penalty included in the bill for violations.

Lieutenant Green expressed his and the Advisory Council's thanks to Director Emmons for being responsive to and working with the special interest groups requesting mandated training for law enforcement.

Director Emmons then advised that CLEET bills SB1187 and SB1188 have both passed through the Senate. Chris Sutterfield reported that the House had also passed them.

Director Emmons then provided members with a handout providing a brief summary of the CLEET rule changes (Attachment A). He then directed members' attention to the page detailing the rules that CLEET withdrew, anything dealing with fees, as that would require a joint resolution and a greater possibility of being voted down.

Director Emmons then reported that he felt the biggest change in the rules was to the Basic Peace Officer Certification section where the firearms block was changed to be consistent with the other skill blocks and allow for a cadet to repeat the entire block of instruction upon failure of the block and failure of remediation. Major Weaver asked if the changes had been officially made. Director Emmons replied that they still had to be voted on.

## **6. 2011 CLEET Annual Report**

The 2011 CLEET Annual Report was distributed (Attachment B).

Director Harp asked if the report was available on the website. Laurie Schweinle, CLEET Executive Administrative Assistant, replied that yes, it is available on the website.

## **7. Divisional Reports**

There was no discussion.

## **8. Director's Report**

Director Emmons introduced CLEET's new Assistant Director, Charles Gerhart. The Advisory Council welcomed him to CLEET.

Director Emmons reported that 451 suspension letters were sent out and that there has been opposition to the reinstatement fee. He said many of the problems have resulted from people claiming to have sent in training but CLEET never received it. Director Emmons then advised that CLEET is working on finding a way to resolve the issues caused by outdated technology.

A general discussion was had on how to deal with this problem. Captain Pelto asked if there needed to be a time limit for submission of rosters. Director Emmons replied that it had been discussed as a possible solution. Chris Sutterfield advised that some larger agencies had been trained on how to submit their rosters electronically but that there were still some issues with that working very efficiently. A general discussion was then had on the dismissal and reinstatement processes and also how an agency could obtain suspension information about an officer.

Director Emmons reported that the quick fix to this problem was to have the agency head or designee submit an affidavit verifying that an officer did receive training that was not recorded by CLEET. Lieutenant Green expressed his appreciation for Director Emmons being flexible with these issues and that he felt the reinstatement fee was a step toward professionalism in law enforcement.

Major Weaver cautioned against a time limit to submit rosters as it could end up punishing the officers if their training officer or instructor does not submit the training on time.

Lieutenant Green asked if there was any technology CLEET could look at to help. Charles Gerhart, CLEET Assistant Director, gave a brief overview of possible solutions to the technology issues including purchasing updated equipment to resolve some technology issues that could be causing these problems such as a fax server and scanners for field reps that would allow them to scan and e-mail a class roster from the field.

Chief Deputy Albin asked if there was any more discussion about letting officers carry over continuing education hours from one year to the next. Director Emmons responded that it may need to be brought from the Advisory Council to the Council as a recommendation. Major Weaver expressed his support

but did not want to move forward with it until CLEET would be able to efficiently track that. Chief Deputy Albin requested that the Advisory Council be updated when this might be possible.

Director Emmons then updated members on the consolidation of all IT positions into the Office of State Finance (OSF) and the burden it creates as CLEET cannot hire any IT employees without going through OSF.

Director Emmons also advised that there is a tentative schedule for a training summit on July 11 to include OACP, OSA, University of Central Oklahoma, and possibly OSPOA. This meeting would be to specifically discuss training needs in Oklahoma and would be held at UCO.

Director Emmons also advised of a new policy allowing agency heads or training officers to view departmental training records. He also reported on the Governor's Executive Order banning tobacco use on state property and the difficulties associated with enforcing that policy at an agency like CLEET that has people living on campus.

Director Emmons also updated members on the status of the DOC project. He reported that the Attorney General's unofficial opinion was that CLEET would not be allowed to build the additional building under the original bond, so DOC has backed off.

## **9. New Business**

Major Weaver suggested CLEET create training for bail officers if the bill passes and if the resources are available. Director Emmons replied that CLEET would like to purchase a new computer and software to assist in creating the DVDs for peace officer training and that it could be used for bail officer training as well.

## **10. Adjournment**

Action Taken: Chief Deputy Tim Albin made a motion to adjourn. The motion was seconded by Major Weaver. The motion carried unanimously, 9-0. Chairman Danny Ford adjourned the meeting at 11:04 a.m.