

**Advisory Council on Law Enforcement Education and Training**  
**REGULAR MEETING**  
**K. O. Rayburn Training Center, 2401 Egypt Road, Ada, Oklahoma 74820**  
**July 11, 2013**  
**MINUTES**

**MEMBERS PRESENT:**

Chief Danny Ford, Chairman, Duncan Police Dept.  
Cpt. Blake Green, Vice-Chair, Norman Police Dept.  
Undersheriff Tim Albin, Tulsa County  
Deputy Chief Brandon Berryhill, Broken Arrow P.D.  
Chief BJ Dudley, Prague P.D.  
Sheriff Scott Jay, Beckham County  
Sheriff Jerry Niles, Garfield County S.O.  
Chief Harvey Rutherford, Woodward P.D.  
Special Agent Kurt Stoner, FBI  
Major Bill Weaver, Oklahoma City P.D.

**STAFF PRESENT:**

Steve Emmons, Executive Director  
Charles Gerhart, Assistant Director  
Laurie Schweinle, Recording Secretary

**MEMBERS ABSENT:**

Chief Rex Eskridge, Muskogee P.D.  
Director Jeff Harp, Univ. Central Oklahoma  
Mr. Jerry Mayfield, Dept. of Corrections  
Lt. Brent Sugg, Oklahoma Highway Patrol  
Agent Jason Tucker, OBND  
Major Rob Turner, Tulsa P.D.

**1. Call Meeting to Order**

Chairman Danny Ford called the meeting to order at 10:01 a.m. Roll was called, and 9 members were present, representing a quorum.

**2. Approval of Minutes**

There was no discussion.

**Action Taken:** Undersheriff Albin made a motion to approve the minutes of the January 3, 2013, and April 4, 2013, meetings as written. Major Weaver seconded the motion. Chief Ford voted yes. Captain Green voted yes. Undersheriff Albin voted yes. Asst. Chief Berryhill voted yes. Chief Dudley voted yes. Sheriff Jay voted yes. Chief Rutherford voted yes. Agent Stoner voted yes. Major Weaver voted yes. The motion passed 9-0.

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

Director Emmons advised members that Deputy Chief David Houser, Durant PD, was the only applicant for the Region 4 vacancy. He also added that Deputy Chief Houser had been a frequent adjunct and that CLEET had worked with him many times in the past.

**Action Taken:** Undersheriff Albin made a motion to appoint Deputy Chief David Houser, Durant PD, to the Region 4 vacancy on the Advisory Council. Chief Dudley seconded the motion. Chief Ford voted yes. Captain Green voted yes. Undersheriff Albin voted yes. Asst. Chief Berryhill voted yes. Chief Dudley voted yes. Sheriff Jay voted yes. Chief Rutherford voted yes. Agent Stoner voted yes. Major Weaver voted yes. The motion passed 9-0.

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

Director Emmons advised that the Curriculum Review Board had met on July 9, 2013, and that was why the latest minutes were not yet available. He also advised that they had taken action on several curriculum revisions. Captain Green thanked Director Emmons and CLEET staff for the great effort that had been made in the curriculum updates.

### 5. **Master Firearms Instructor**

Director Emmons advised members that Mr. Steve Pelto had requested this item on the agenda but was not present for the meeting. He also advised members that he had no information on this topic. Captain Green asked if there was a firearms meeting scheduled for August. Director Emmons replied that there are several meetings scheduled across the state, but they are concerned with updating the firearms curriculum only.

Sheriff Jerry Niles arrived at 10:08 a.m.

**Action Taken:** Undersheriff Albin made a motion to table this item until further notice from Mr. Steve Pelto. Major Weaver seconded the motion. Chief Ford voted yes. Captain Green voted yes. Undersheriff Albin voted yes. Asst. Chief Berryhill voted yes. Chief Dudley voted yes. Sheriff Jay voted yes. Sheriff Niles voted yes. Chief Rutherford voted yes. Agent Stoner voted yes. Major Weaver voted yes. The motion passed 10-0.

### 6. **New and Revised Curriculum**

Director Emmons advised members that the only subject area that was sent back for revision was Cultural Diversity. The Curriculum Review Board had approved all the other proposed changes at their most recent meeting on July 9. Undersheriff Albin advised members that he had reviewed the changes and felt that they were all good. He inquired as to whether there should be something added into either Alzheimers and Dementia or Missing Persons on how to deal with autistic individuals. He added that this has become a common problem in the Tulsa area with officers not able to communicate with autistic individuals very well. Director Emmons responded that there was a continuing education class available on that subject but that he would look into whether or not it was being taught in the

Basic Academy or if it needed to be added.

**Action Taken:** Undersheriff Albin made a motion to support the curriculum changes as presented. Chief Dudley seconded the motion. Chief Ford voted yes. Captain Green voted yes. Undersheriff Albin voted yes. Asst. Chief Berryhill voted yes. Chief Dudley voted yes. Sheriff Jay voted yes. Sheriff Niles voted yes. Chief Rutherford voted yes. Agent Stoner voted yes. Major Weaver voted yes. The motion passed 10-0.

## **7. Explosive Ordnance Recognition Proposal**

Director Emmons advised members that this new certification had been proposed by Chief Robert Thornton, Ratliff City PD, and was voted down by the Curriculum Review Board at their July 9 meeting. A group of bomb technicians met with CLEET staff and Chief Thornton June 25, 2013, to discuss the possible implementation of this program and there was concern that officers receiving this training may overstep their bounds and put themselves in a potentially dangerous situation.

**Action Taken:** Captain Green made a motion to support the Curriculum Review Board's decision on this matter. Undersheriff Albin seconded the motion. Chief Ford voted yes. Captain Green voted yes. Undersheriff Albin voted yes. Asst. Chief Berryhill voted yes. Chief Dudley voted yes. Sheriff Jay voted yes. Sheriff Niles voted yes. Chief Rutherford voted yes. Agent Stoner voted yes. Major Weaver voted yes. The motion passed 10-0.

## **8. Divisional Reports**

Undersheriff Albin asked if there were any rule changes in the Private Security Division. Director Emmons responded that he would address that in the Legislative Update on the next item.

## **9. Legislative Update**

Undersheriff Albin asked if there could be a rule added to the Private Security Division that would require CLEET to review the circumstances under which an officer was terminated before they can be issued a Private Investigator's license. He said that currently all they must do is apply for the license, and without criminal charges, are awarded one. He added that these officers sometimes cause issues for their terminating departments while working as private investigators. Director Emmons asked Assistant Director Gerhart if he knew of anything like this in place currently. Assistant Director Gerhart responded that there were only certain requirements that must be met to obtain the license. Chief Dudley asked if due to labor laws only certain information may be revealed if there are no criminal charges. Undersheriff Albin replied that, yes, it would have to be written into statute. Director Emmons advised he would speak with CLEET's General Counsel regarding this request.

Director Emmons advised members that CLEET had passed two bills during this year's legislative session, Senate Bill 398 and Senate Bill 408. Senate Bill 398 creates a bridge academy for reserve officers needing full-time certification and does not require them to attend the full Basic Academy. It becomes effective January 1, 2014. He added that CLEET is currently tracking officers in need of this in order to fill the first class which would likely be held in the late spring of 2014. This bill also

requires agencies to submit an updated employee roster by October 1, 2014, and requires officers to report their address, phone, and name changes to CLEET within ten days. Undersheriff Albin asked if there was a penalty for not reporting changes in time. Director Emmons replied that there was not one currently.

Director Emmons then advised members that SB 408 changes the requirements for refresher and reciprocity students. He said this was intended to combine the two classes into one 80 hour course for both certifications.

Captain Green asked if reserves or refresher/reciprocity students could attend their needed training in the Basic Academy. Director Emmons replied that Basic classes are scheduled in blocks and the students may not need all of the instruction in each block thereby making it difficult to schedule them and track what they had attended. He added that reserves seeking full-time certification would not be required to attend the bridge academy, that they would still have the option to attend a full Basic Academy.

Director Emmons then advised members that the bounty hunter bill had passed after the budget had been approved which leaves CLEET unfunded to carry out the requirements of the bill even though it goes into effect before the next legislative session. CLEET will have to wait until next year's legislative session to receive the funding for the bill that is needed to put it into operation.

Director Emmons advised members that CLEET's proposed rule changes had been accepted. He added that one of the changes was the addition of language clarifying that military training is not typically accepted by CLEET as law enforcement training. He also advised members that changes were made to the Collegiate Officer Program (COP) to allow students two years to be hired and certified as many of them were graduating well before turning 21 and unable to acquire employment within the previously required time frame. Members expressed concern that certifications were being awarded without a background check being done first as they are students. Director Emmons responded that CLEET would look into possibly doing background checks for the COP students.

## **10. Director's Report**

Director Emmons advised members that CLEET would be having a 50<sup>th</sup> Anniversary celebration on October 4, 2013. He advised that it would be an all day open house with a ceremony and speakers at 1:00 p.m. Members were provided with a copy of the Save the Date (Attachment A).

Director Emmons then advised members of the 3<sup>rd</sup> Annual Oklahoma Law Enforcement Training Initiative (Attachment B). He said this will be a week of training classes held at the Moore-Norman Technology Center on September 9-14, 2013. He distributed handouts of current enrollment (Attachment C) to members. Director Emmons advised members that in addition to many CLEET classes there would be three different observation and perception classes with an optional practical exercise on Saturday, September 14, at the OU football game. Students participating in this exercise would be taken to OU's campus in small groups to practice their skills learned in class. He also advised members that if this training initiative goes well CLEET would like to hold one in the spring in northeast Oklahoma, possibly at Northeastern State University at Broken Arrow and make this location

an annual event as well. Undersheriff Albin asked if any hotels had rooms reserved for this. Director Emmons replied that, no, there was not a host hotel but the Oklahoma Office of Homeland Security had set aside \$5,000 for hotel reimbursements.

Director Emmons then advised members that CLEET regional meetings would begin in August and be held across the state.

Director Emmons then advised members of an item on the Council agenda next week. He said that Chief Woollen, OUPD, has proposed that campus police departments at institutions of higher education be allowed to attend an Academy City if their campus is contained within that city. He advised that this would not have a big impact on CLEET and that a subcommittee of Council members had been developed to study this. Deputy Chief Berryhill suggested that it also be limited to campuses that are allowed to write citations in that municipality. Director Emmons added that no Academy City would be required to accept students from a campus department and those campuses would not be required to send their officers to the Academy City.

Director Emmons then advised members that CLEET would be opening a satellite office at Rogers State University in Claremore and would also like to have one in the Oklahoma City area. He informed members that this office would have hours posted and be occupied by a CLEET field representative that would be available to answer questions and receive documents. He added that he would like the OKC office to also be in an educational setting where continuing education classes could be held and possibly a CLEET Reserve Academy.

## **11. New Business**

There was no discussion.

## **12. Adjournment**

**Action Taken:** Major Weaver made a motion to adjourn the meeting. Undersheriff Albin seconded the motion. Chief Ford voted yes. Captain Green voted yes. Undersheriff Albin voted yes. Asst. Chief Berryhill voted yes. Chief Dudley voted yes. Sheriff Jay voted yes. Sheriff Niles voted yes. Chief Rutherford voted yes. Agent Stoner voted yes. Major Weaver voted yes. The motion passed 10-0.

Chairman Danny Ford adjourned the meeting at 11:00 a.m.