

**Bomb Dog Advisory Council Meeting**  
**K.O. RAYBURN TRAINING CENTER**  
**CLEET**  
**2401 Egypt Rd. Ada, OK 74820**  
**December 8, 2022**  
**10:00 a.m.**  
**Minutes**

**MEMBERS PRESENT:**

Lt. Mike Norman, OHP  
MSgt. Gregory Vollmer, OU PD  
MSgt. Anthony “Scott” Nelson, OKC PD

**STAFF PRESENT:**

Preston Draper, Interim Director  
Earl Morrison, Asst. Director  
Kate Springer, Asst. General Counsel  
Janey Rowden, Records & Licensing Mgr.  
Jason Potter, Compliance Mgr.  
Shirley Todd, Recording Secretary

**MEMBERS ABSENT:**

**VISITOR:**

Adrian Carrillo, OHP

**1. Call Meeting to Order**

Lt. Mike Norman, chairman, called the meeting to order at 10:00 a.m.

**2. Roll Call**

Roll was taken, three members were present representing a quorum.

**3. Open Meeting Act Compliance**

This meeting is being held in compliance with the Oklahoma Open meetings Act. Notice was given to the Secretary of State on December 13, 2021, the agenda was posted on December 7, 2022. Lt. Mike Norman verified that the meeting was being held in compliance with the Oklahoma Open Meetings Act.

**4. Approval of Minutes**

There was no discussion.

**Action Taken:** Lt. Mike Norman made a motion to accept the Minutes as written. MSgt. Anthony Nelson seconded the motion. Lt. Mike Norman voted yes. MSgt. Gregory Vollmer voted yes. MSgt. Anthony Nelson voted yes. Motion Carried 3-0.

**5. Bomb Dog Advisory Council open position for Oklahoma Highway Patrol**

**Action Taken:** MSgt. Anthony Nelson made a motion to accept application from Trooper Adrian Carrillo, as the BDAC OHP Representative. The CLEET Council will have final approval. MSgt. Gregory Vollmer seconded the motion. Lt. Mike Norman voted yes. MSgt. Gregory Vollmer voted yes. MSgt. Anthony Nelson voted yes. Motion Carried 3-0.

**6. BDAC will vote to appoint new Council Chair**

**Action Taken:** Lt Mike Norman made a motion to appoint MSgt. Anthony Nelson to be the new Chair. MSgt. Gregory Vollmer seconded the motion. Lt. Mike Norman voted yes. MSgt. Gregory Vollmer voted yes. MSgt. Anthony Nelson voted yes. Motion Carried 3-0.

**7. Review the United States Police K9 Association Standards (USPCA)**

**Action Taken:** MSgt. Anthony Nelson made a motion to accept the standards as written. MSgt. Gregory Vollmer seconded the motion. Lt. Mike Norman voted yes. MSgt. Gregory Vollmer voted yes. MSgt. Anthony Nelson voted yes. Motion Carried 3-0.

**8. Amend Meeting Dates and Times for 2023**

**Action Taken:** Lt. Mike Norman made a motion to accept the amended meeting dates. MSgt. Anthony Nelson seconded the motion. Lt. Mike Norman voted yes. MSgt. Gregory Vollmer voted yes. MSgt. Anthony Nelson voted yes. Motion Carried 3-0.

**9. CLEET Update**

**Discussion:** Janey Rowden, spoke about Thentia. Recognize there are bugs with the new system and are working on the issues with Thentia. Canine applications are being worked same day as received without issues. Asked if any departments have issues with system to let us know so we can get it resolved.

**No action required.**

**10. Board Comments**

**Discussion:** CLEET Interim Director Preston Draper and Assistant Director Earl Morrison, presented Lt. Mike Nelson with a certificate for his years of serving on the BDAC Council. Mike Norman thanked CLEET for their support.

**No action required.**

**11. Public Comments**

There was no discussion

**No action required.**

**12. New Business**

**Information:** Discussion of items not known about prior to posting of agenda.

25 OS 311 A 9 ... "New Business," as used herein, shall mean any matter not known about or which could not have been reasonably foreseen prior to the time of posting.

There was no discussion

**No action taken.**

**13. Adjournment**

**Action Taken:** Lt. Mike Norman made the motion to adjourn. MSgt. Anthony Nelson seconded the motion. Lt. Mike Norman voted yes. MSgt. Anthony Nelson voted yes. MSgt. Gregory Vollmer voted yes. Motion Carried 3-0.

Lt. Mike Norman adjourned meeting at 10:09 a.m.