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**COUNCIL ON LAW ENFORCEMENT EDUCATION AND TRAINING
CURRICULUM REVIEW BOARD REGULAR MEETING**

K.O. Rayburn Training Center, 2401 Egypt Road, Ada, OK 74820

November 10, 2015

Members Present:

Mr. Craig Maile, OK Dept. of Career Technology
Captain Marshall McDonald, Oklahoma County SO
Chief Don Sweger, Guthrie PD
Dr. Michael Wilds, Northeastern State University
Sheriff Shannon Smith, Seminole County SO
Lt. Lance Arnold, Norman PD

Staff Present:

Steve Emmons, Executive Director
Shannon Butler, Training Manager
Cindy Donnelly, Training Admin. Assistant

1. Call Meeting to Order

Chairman Craig Maile, Oklahoma Department of Career Technology, called the meeting to order at 10:00 a.m. All members were present.

2. Approval of Minutes

Meeting minutes for July 14, 2015 were reviewed and discussed.

Action Taken:

Chief Don Sweger, Guthrie Police Department, made a motion to approve the minutes from the July meeting, and Dr. Mike Wilds, Northeastern State University, seconded the motion. The motion was passed unanimously.

Craig Maile	Yes	Dr. Mike Wilds	Yes
Capt. Marshall McDonald	Yes	Sheriff Shannon Smith	Yes
Chief Don Sweger	Yes	Lt. Lance Arnold	Yes

3. 2016 Curriculum Review Board Meeting Dates

The Board reviewed dates for the 2016 meetings, normally held on the second Tuesday of each month. An exception was made for September 2016, moving the meeting date up one week to September 06, 2016, due to a conflict with Basic Academy graduation activities.

The dates approved for the 2016 Curriculum Review Board meetings are:

January 12, 2016	July 12, 2016
March 08, 2016	September 06, 2016
May 10, 2016	November 08, 2016

Action Taken:

Lt. Lance Arnold, Norman Police Department, made the motion to accept the proposed dates for the 2016 Curriculum Review Board meetings, and Chief Sweger seconded the motion. The motion was passed unanimously.

Craig Maile	Yes	Dr. Mike Wilds	Yes
Capt. Marshall McDonald	Yes	Sheriff Shannon Smith	Yes
Chief Don Sweger	Yes	Lt. Lance Arnold	Yes

4. Director's Report

Shannon Butler, Training Manager, reported there have been discussions regarding shotgun and long gun (rifle) training in the Basic Academy. Some of the Academy Cities have asked to drop teaching shotguns in the firearms block of the basic academy since they do not use shotguns in their agency. They would like to teach rifle training in accordance with the equipment they do use.

Currently, CLEET is studying various options regarding this. The majority of law enforcement agencies in Oklahoma still utilize shotguns. The Council will be presented options based upon results of study. This will be an agenda item in the future once research has been completed.

As Steve Emmons, Executive Director, explained, there is one certification exam for the whole state. Basic Academy curriculum needs to be built around that certification exam, not built around different curriculum taught at Academy Cities. The Basic Academy is designed to teach the minimum you need to know to safely and effectively be a peace officer. Any curriculum, including firearms not used consistently by all Oklahoma law enforcement agencies, should be continuing education or "after academy" training.

Because of recent challenges from a couple of the Academy Cities regarding the certification exam, the exam has been reviewed by CLEET staff. It has been decided to remove at least 22 questions related to opinion and/or areas that can change, i.e. First Aid. The questions that are being removed are tested in the specific block, but do not need to be tested on the certification exam.

Mr. Butler reported that CLEET IT department is working on a program where there is a bank of exam questions. With that program, staff can enter specific requests for a test, thus having a new exam each time it is given.

With the Governor's new order to identify and cut 10% of non-critical mission activities by December 01, 2015, CLEET management has been busy in discussions to accomplish this mission. Possible examples are: no longer distribute the monthly newsletter; cut back on all travel; have more on-line and distance learning continuing education classes; implement more Training Initiatives where law enforcement is able to obtain multiple training classes in one area in a specified time frame. This not only helps reduce CLEET's costs.

In addition, the possibility of having some on-line prerequisite classes for the Basic Academy has been discussed. They may need to be interactive on-line classes to ensure the quality of the class and attendance, but it would still be beneficial to the budget reduction.

Along with that, there are approximately 4,700 adjunct instructors in the state. There are only 100-200 that actually attend classes to keep updated with courses. There has been discussion about requiring all CLEET certified instructors to attend/help teach CLEET classes to keep their instructor certifications current and active. CLEET has allowed some Academy Cities and other capable agencies that can hold skills instructor classes (i.e. firearms instructor).

Tulsa Police Department was approved recently to allow two Sand Springs Police Department officers to attend their Academy City Basic Academy. With this come issues, including: What happens when an outside agency cadet has to leave during the academy due to unforeseen circumstances? Where does that cadet go to complete his certification – wait until that Academy City has its next academy, or finish at a CLEET Basic Academy?

CLEET is still in the paperwork stages with FEMA on repairing the LEDT track. FEMA has said CLEET is eligible for assistance, but will have to match 25% of the cost (approximately \$75,000). With this being said, the Council has directed CLEET to contact the Army Corps of Engineers. Sometimes the Corps looks for projects they can use for learning purposes for their employees. CLEET is looking to see if they would be interested in working on the track the summer of 2016.

Senate Interim Study 1545 was discussed because of several specific instances regarding reserve officers in Oklahoma recently. The discussion involved bumping the current 240 hour reserve academy to 300 hours for a reserve to become certified. It also includes implementing 12 hours of mandatory continuing education each calendar year. This would have to be presented to Legislation for review and approval.

Action Taken:

None.

6. New Business

No new business was discussed.

Action Taken:

None.

7. Adjournment

Chief Sweger made the motion to adjourn, and Captain Marshall McDonald, Oklahoma County Sheriff's Office, seconded the motion. The vote was unanimous, and the meeting was adjourned at 11:13 a.m.