

COUNCIL MEETING
Council on Law Enforcement Education and Training
2401 Egypt Road
Ada, Oklahoma 74820
October 18, 2023
10:00 a.m.
MINUTES

MEMBERS PRESENT:

Sheriff Chris West, Vice-Chairman Canadian County SO
Director Donnie Anderson, O.B.N.D.D
Lt. Elijah Hass, McAlester PD
Mr. Russ Higbie
Sheriff Kevin Mitchell, Woodward County SO
Director Aungela Spurlock, OSBI
Commissioner Randy Wesley, Chickasaw Nation
Deputy Sheriff Todd Young, Pontotoc County SO
Commissioner Tim Tipton, DPS

STAFF PRESENT:

Darry Stacy, Executive Director
Marcus Williams, Asst. Director
Jason Potter, Operations Manager
Kate Springer, Asst. General Counsel
Shelly Lowrance, Recording Secretary
Janey Rowden, Records/Licensing Manager
Vonnie Houser, Academy Coordinator
Jeanelle Hebert, Coordinator of Information Services
Evan Austin, Instructor
James Nail, Instructor
Michael Babb, Instructor
Matt Haines, PS Field Rep.
Tiffany Traylor, Financial Manager
Joe Sebourn, Instructor
Kevin McCullough, Field Rep Manager
Curt Terry, Field Rep.

MEMBERS ABSENT:

Chief Brandon Berryhill, Chairman, Broken Arrow PD
Chief Don Cluck, Tuttle PD
Dr. Katherine Lang, ECU
Chief Don Sweger, Guthrie PD

GUESTS:

MSgt. Chris Spillman, OKC PD
Norm Standfield, Chaplain
Jason Ullery
Sr. Agent Anthony Moore, OBN
Officer Dan Evans, OKC PD.

1. Vice-Chairman, Sheriff West called the meeting to order at 10:00 a.m.

2. **Roll Call**

Roll was taken and nine members were present representing a quorum.

3. **Open Meeting Act Compliance**

This meeting is being held in compliance with the Oklahoma Open Meeting Act. Notice was given to the Secretary of State on December 1, 2022, and the agenda posted October 16, 2023.

4. **Welcome to our new OSA appointed Council member, Sheriff Kevin Mitchell, Woodward County Sheriff's Office**

Discussion: Director Stacy welcomed Sheriff Mitchell to the CLEET Council and gave an overview of his career.

5. Pledge of Allegiance and Invocation

Discussion: Director Stacy welcomed Norm Standfield, chaplain, and pastor of New Hope Baptist Church in Ada.

Norm Standfield led us in the Pledge of Allegiance and invocation.

6. Introduction of Guest

Discussion: Vice-Chairman, Sheriff West had the guest introduce themselves.

7. Approval of Minutes

There was no discussion.

Action taken: Mr. Higbie made a motion to approve the minutes from July 19, 2023, as written. Director Anderson seconded the motion. Sheriff West voted yes. Director Anderson voted yes. Lt. Haas voted yes. Mr. Higbie voted yes. Sheriff Mitchell abstention. Director Spurlock voted yes. Commissioner Tipton abstention. Commissioner Wesley voted yes. Deputy Sheriff Young voted yes. Motion carried 7-0 and 2 abstentions.

8. Election of a Council Chairman

Discussion: Director Stacy gave an overview of the CLEET rules on terms beginning January 1, 2024, and eligible to serve two consecutive terms.

Sheriff West stated that Chief Berryhill is interested in serving another term.

Action taken: Director Anderson made a motion for Chief Berryhill to serve a second term as Chairman of the CLEET Council. Commissioner Tipton seconded the motion. Sheriff West voted yes. Director Anderson voted yes. Lt. Haas voted yes. Mr. Higbie voted yes. Sheriff Mitchell voted yes. Director Spurlock voted yes. Commissioner Tipton voted yes. Commissioner Wesley voted yes. Deputy Sheriff Young voted yes. Motion carried 9-0.

9. Election of a Council Vice-chair

Discussion: Director Stacy gave an overview of the CLEET rules on terms beginning January 1, 2024, and eligible to serve two consecutive terms.

Sheriff West stated that he is not running for another term as vice-chairman but indicated he would remain on the Council.

Sheriff West and Director Anderson nominate Commissioner Wesley for the vice-chair position.

Action taken: Director Anderson made a motion for Commissioner Wesley to serve as Vice-Chairman of the CLEET Council. Commissioner Tipton seconded the motion. Sheriff West voted yes. Director Anderson voted yes. Lt. Haas voted yes. Mr. Higbie voted yes. Sheriff Mitchell voted yes. Director Spurlock voted yes. Commissioner Tipton voted yes. Commissioner Wesley abstention. Deputy Sheriff Young voted yes. Motion carried 8-0 and 1 abstention.

10. Advisory Council Composition

Discussion: Director Stacy - this is a new appointment for the NE Quadrant representative, Agent Robert Fisher, Oklahoma Attorney General. The Advisory Council is seeking appointment.

Director Anderson is requesting applicant's resume and biographical information.

Tabled until after executive session and will get copies of the applicant's information.

12:20 p.m. Director Stacy provided the requested applicant's resume and biographical information.

Action Taken: Lt. Hass made a motion for Agent Robert Fisher, Oklahoma Attorney General, to be appointed to the Advisory Council as a NE Quadrant representative. Sheriff Mitchell seconded the motion. Sheriff West voted yes. Director Anderson voted yes. Lt. Haas voted yes. Mr. Higbie voted yes. Sheriff Mitchell voted yes. Director Spurlock voted yes. Commissioner Tipton voted yes. Commissioner Wesley voted yes. Deputy Sheriff Young voted yes. Motion carried 9-0.

11. Curriculum Review Board Composition

Discussion: Director Stacy - the term for Captain Deidre Hughes, Broken Arrow PD, will expire on October 20, 2023. Position advertised 9/1/2023-9/29/2023. Notice sent to the OACP. The CRB is seeking reappointment.

70 O.S. § 3311(B)(16) one member shall represent a municipal jurisdiction with a population of fifty thousand (50,000) or more and who shall be a management-level CLEET-certified training officer.

Action taken: Director Anderson made a motion for Captain Deidre Hughes, Broken Arrow PD, to be reappointed to the Curriculum Review Board. Commissioner Wesley seconded the motion. Sheriff West voted yes. Director Anderson voted yes. Lt. Haas voted yes. Mr. Higbie voted yes. Sheriff Mitchell voted yes. Director Spurlock voted yes. Commissioner Tipton voted yes. Commissioner Wesley voted yes. Deputy Sheriff Young voted yes. Motion carried 9-0.

12. Bomb Dog Advisory Council Composition

Discussion: Director Stacy - a new appointment for the At-large representative, MSgt Chris Spillman, Oklahoma City Police Department. The BDAC is seeking appointment.

MSgt. Spillman gave an overview of his career.

Action taken: Commissioner Tipton made a motion for Sgt. Chris Spillman, OKC PD, to be appointed to the Bomb Dog Advisory Council as the At-Large representative. Director Anderson seconded the motion. Sheriff West voted yes. Director Anderson voted yes. Lt. Haas voted yes. Mr. Higbie voted yes. Sheriff Mitchell voted yes. Director Spurlock voted yes. Commissioner Tipton voted yes. Commissioner Wesley voted yes. Deputy Sheriff Young voted yes. Motion carried 9-0.

13. Drug Dog Advisory Council Composition

Discussion: Director Stacy - the term for Sr. Agent Anthony Moore, OBN, expired on October 14, 2023. The OBN has nominated Sr. Agent Anthony Moore for this position. The DDAC is seeking reappointment.

Sr. Agent Anthony Moore gave an overview of his career.

Action taken: Commissioner Wesley made a motion for Sr. Agent Anthony Moore, OBN, to be reappointed to the Drug Dog Advisory Council as the OBN representative. Mr. Higbie seconded the motion. Sheriff West voted yes. Director Anderson abstention. Lt. Haas voted yes. Mr. Higbie voted yes. Sheriff Mitchell voted yes. Director Spurlock voted yes. Commissioner Tipton voted yes. Commissioner Wesley voted yes. Deputy Young voted yes. Motion carried 8-0 and 1 abstention.

14. DDAC voted on changes to the Drug Dog Standards and Guidelines

2. Certification of Drug Dog Handlers

2.5 Every new drug detection dog handler should go through a basic handler school no less than four weeks. It is recommended the course be accredited by CLEET. This course should be completed prior to attempting to certify as canine team with the State of Oklahoma. The course is meant for beginner (green) handlers and beginner (green) canines.

2.5. a The 4-week training courses for new canine teams will need to be approved by a sub-committee made up of three (3) of the Drug Dog Advisory Council (DDAC) members. Trainers will need to submit their curriculum for evaluation to the DDAC secretary. DDAC secretary will submit it to the sub-committee for review. A majority vote of the members of the sub-committee will approve or deny the training for new canine teams. DDAC sub-committee will submit decision to the DDAC secretary to inform trainer.

2.5. b Trainers will have ten (10) business days to contest the denial by submitting a letter to the DDAC secretary. DDAC secretary will send a copy of letter to DDAC who will review and vote. The DDAC can deny or approve by majority vote. DDAC will submit its decision to the DDAC secretary to inform trainer. DDAC can call a special meeting to discuss training.

2.5. c The criteria the Sub-committee will base approval on will consist of: Length of training; must be no less than four weeks. The team shows familiarity with low and high hides. The school offers indoor, outdoor and vehicle hides. When completed with the school, the handler will show proficiency in reading the dog's behavior.

2.7 If a handler has certified with previous narcotic canines, a two-week course shall suffice.

2.8 The guidelines in 2.5 will not affect continuing education courses, seminars, or conferences.

6. Certification Standards

6.3 Revoked

~~A verification of target odors will be conducted prior to deployment of first canine/handler team. This is done by utilizing an Oklahoma state certified handler/canine team.~~

6.13 Electronic or prong collars will be allowed. ~~at the discretion of the evaluation officials.~~ The handler will not be allowed to touch the electric collar remote. The evaluating official may request to hold the remote during certification. No electronic collar will be used in the location of the hidden target odors.

Discussion: Sr. Agent Anthony Moore

- National standard - Dual purpose K-9 is 14 weeks and single purpose (narcotics only) 8-10 weeks.
- Process for change.
- DDAC formed a subcommittee.
- Legal ramifications of your job.

- Currently 48 hours.
- Minimum standards.
- Curriculum.
- Proposed 4-week.
- Meet the standards.
- Kennels and vendors – meet the standards.
- Certification.
- Higher standards.
- Only about 13 states have certification like Oklahoma does.
- Pre-planned course/training.
- Proposed implement date of January 1, 2023.
- Curriculum development.
- Require meeting the standard.

Action taken: Commission Tipton made a motion to approve changes to be effective January 1, 2024, and to revise 2.7 to read: If a handler has certified with previous narcotic canines, a two-week course shall suffice if the handler certification was received before January 1, 2024. Commissioner Wesley seconded the motion. Sheriff West voted yes. Director Anderson voted yes. Lt. Haas voted yes. Mr. Higbie voted yes. Sheriff Mitchell voted yes. Director Spurlock voted yes. Commissioner Tipton voted yes. Commissioner Wesley voted yes. Deputy Young voted yes. Motion carried 9-0.

15. Peace Officer Reciprocity

Discussion: Director Stacy asked if this can be tabled until the next meeting.

Action taken: Commissioner Tipton made a motion to table this agenda item till the next meeting. Deputy Sheriff Young seconded the motion. Sheriff West voted yes. Director Anderson voted yes. Lt. Haas voted yes. Mr. Higbie voted yes. Sheriff Mitchell voted yes. Director Spurlock voted yes. Commissioner Tipton voted yes. Commissioner Wesley voted yes. Deputy Young voted yes. Motion carried 9-0.

16. Reports

Discussion: Director Stacy gave an overview of extensions and legal report/disciplinary actions.

No action required.

17. CLEET Financial Report

Discussion: Tiffany Traylor, Financial Manager.

- FY19 – FY23.
- Revolving funds down 25%.
- Bond payment.
- Penalty assessment fee collection – McGirt Ruling and pandemic.
- Training Center Revolving fund continue to decrease.
- General revenue funds.
- 2024 budget.
- Build up reserve.
- Supplemental.

- Appropriations.

The Council thought the presentation was great.

No action required.

18. Annual Firearm Requalification for Armed Guards and Private Investigators

Discussion: Asst. Director Marcus Williams made a presentation for a revised requalification course.

An ongoing discussion on the time of preparation, courses, low standards, compromise, transition/kneeling, time/ability, and CLEET standards.

CLEET Requalification recommendation:

Total 20 Rounds (5 pts each)

25 yard line (6 rounds)

- 2 rounds standing without support
- 2 rounds standing (strong side)
- 2 rounds standing (support side)

15 yard line (2 rounds) (4 seconds)

- 2 rounds standing

7 yard line (3 rounds) (4 seconds)

- 3 rounds standing

5 yard line (3 rounds) (4 seconds)

- 3 rounds standing

3 yard line (4 seconds)

- 2 rounds to the torso standing
- 1 round to the head standing

1 yard line (4 seconds)

- 3 rounds standing (one hand close quarter)

Non-Uniform Requalification:

15 yard line (5 rounds) (15 seconds)

- 5 rounds (agency/officer choice)

7 yard line (6 rounds) (12 seconds)

- 6 rounds (agency/officer choice)

5 yard line (6 rounds) (12 seconds)

- 6 rounds (agency/officer choice)

3 yard line (5 rounds) (6 seconds)

- 5 rounds (agency/officer choice) (6 seconds)

3 yard line (4 seconds)

- 3 rounds (agency/officer choice)

Action taken: Director Spurlock made a motion to approve the 20-round Requalification course as recommended by CLEET for armed private security & bail enforcer. Deputy Sheriff Young seconded the motion. Sheriff West voted yes. Director Anderson voted yes. Lt. Haas voted yes. Mr. Higbie voted yes. Sheriff Mitchell voted yes. Director Spurlock voted yes. Commissioner Tipton voted no. Commissioner Wesley voted yes. Deputy Young voted yes. Motion carried 8-1.

Action taken: Director Spurlock made a motion to take the existing Non-Uniform Requalification course recommended by CLEET for private investigators. Commissioner Tipton seconded to motion. Sheriff West voted yes. Director Anderson voted yes. Lt. Haas voted yes. Mr. Higbie voted yes. Sheriff Mitchell voted yes. Director Spurlock voted yes. Commissioner Tipton voted no. Commissioner Wesley voted yes. Deputy Young voted no. Motion carried 7-2.

19. Private Security Advisory Committee Report

There was no discussion.

No action required.

20. Advisory Council Report

There was no discussion.

No action required.

21. Director/Legislative Report

Discussion: Director Stacy reported on the following:

- OSA Regional meetings.
- OSA Board meetings.
- Polygraph meeting in Edmond.
- Social Cultural Training in OKC.
- Meeting with Chief Marshall at Choctaw PD.
- Meeting with Chief Sweger in Guthrie.
- Meeting with Moore PD.
- Meeting with Logan County SO.
- Meeting with Langston PD.
- Meeting with City of Langston and Langston University.
- Metro Chief's Meeting in Del City PD.
- Spoke at the ACCO conference.
- Attended the A-ONE Annual Training Conference.
- Thentia team, including CEO toured and Discussed Thentia tickets and resolutions.
- Meeting with Krissy Miller, liaison with the state Career Tech office.
- Meeting with members of the A-ONE.
- Attended the OSPOA conference in Shawnee.
- Thentia team came to CLEET/training.
- Meeting with Commissioner Tipton.
- Attended the OMAG First Responder Wellness Forum in Bartlesville.
- Attended a zoom OACP networking meeting.
- Laser training meeting at DPS.
- Meeting with Senator Julie Daniels.
- OACP and OSPOA meetings.
- Lunch in Moore with Benchmark (cafeteria).
- Senate Public Safety Interim Study at the Capitol.
- Lunch with Senator McCortney.
- Meeting with the Art in Public Places (State).

- Attended graduations at OKD PD, Broken Arrow, and Tulsa PD.
- CLEET Graduation.

Internal:

- Leadership meetings, mandatory trainings, Ada Job Foundation Board, school supply drive (July), Shoot House, Budget FY25, Security upgrade, interviews/new employees, Benchmark/LEDT, participated in ECU “Howdy Days”, Tom Cole gave an “DC Update” at CLEET, DDAC and BDAC meetings, tour of area chaplains and will be working with our cadets and staff, and hosted a Chamber Coffee and Connections.

Field Rep Report – an overview of all the FR activity.

Good reports have been received about the Director and Asst. Director being available and out and about in the state.

Legislative topics requested and any legislation that will affect CLEET.

No action required.

22. Proposed Executive Session – CLEET Executive Director

Six-Month Review of the Executive Director, including review and possible adjustment of salary.

Executive Session to discuss CLEET personnel matters pursuant to 25 OS 307 B 1 "Discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee."

Action taken: Director Anderson made a motion is enter into executive session. Deputy Sheriff Young seconded the motion. Sheriff West voted yes. Director Anderson voted yes. Lt. Haas voted yes. Mr. Higbie voted yes. Sheriff Mitchell voted yes. Director Spurlock voted yes. Commissioner Tipton voted yes. Commissioner Wesley voted yes. Deputy Sheriff Young voted yes. Motion carried 9-0.

11:44 a.m. – entered into executive session.

All staff and visitors left the meeting except for Asst. Director Williams and Shelly Lowrance, who were asked to stay by the Council.

12:09 p.m. – break.

12:15 p.m. – returned to open session.

CLEET staff and visitors returned to the meeting.

Action taken: Director Anderson made a motion to come out of executive session. Commissioner Wesley seconded the motion. Sheriff West voted yes. Director Anderson voted yes. Lt. Haas voted yes. Mr. Higbie voted yes. Sheriff Mitchell voted yes. Director Spurlock voted yes. Commissioner Tipton voted yes. Commissioner Wesley voted yes. Deputy Sheriff Young voted yes. Motion carried 9-0.

Action taken: Director Anderson made a motion to move the Executive Director Stacy from his current salary to \$151,000 annually effective November 1, 2023. Commissioner Wesley seconded the motion.

Sheriff West voted yes. Director Anderson voted yes. Lt. Haas voted yes. Mr. Higbie voted yes. Sheriff Mitchell voted yes. Director Spurlock voted yes. Commissioner Tipton voted yes. Commissioner Wesley voted yes. Deputy Sheriff Young voted yes. Motion carried 9-0.

Director Anderson requested Asst. Director Williams to do a salary comparison assessment on the executive director position. I will be available to assist if needed.

Director Stacy conveyed his thanks.

23. Board Comments

There was no discussion.

No action required.

24. Public Comments

Discussion: Kevin McCullough wished Commissioner Wesley a happy birthday.

No action required.

25. New Business

There was no discussion.

No action taken.

26. Adjournment

Action taken: Director Anderson made a motion to adjourn. Commissioner Wesley seconded the motion. Sheriff West voted yes. Director Anderson voted yes. Lt. Haas voted yes. Mr. Higbie voted yes. Sheriff Mitchell voted yes. Director Spurlock voted yes. Commissioner Tipton voted yes. Commissioner Wesley voted yes. Deputy Young voted yes. Motion carried 9-0.

Vice-Chairman, Sheriff West adjourned the meeting at 12:22 p.m.