



**STATE OF OKLAHOMA
BOARD OF TESTS FOR ALCOHOL AND DRUG INFLUENCE**

Dr. Kenneth E. Blick, Ph.D.
Chairman

Post Office Box 36307
Oklahoma City, Oklahoma 73136-2307
Phone: (405) 425-2460 Fax: (405) 425-2490
www.bot.ok.gov

Kevin Behrens
Director

The agenda for this meeting was posted in accordance with Title 25 Section 311.A.9, at the Administrative Offices of the Board of Tests for Alcohol and Drug Influence, 3600 North Martin Luther King Avenue, Building 9, Oklahoma City, OK, 73111.

**Regular Meeting AT OKLAHOMA CITY, OKLAHOMA
Of the Board of Tests for Alcohol and Drug Influence
Oklahoma Department of Public Safety Complex,
W.C. Sarg Smith Classroom
3600 North Martin Luther King Avenue, Oklahoma City, OK, 73111**

**Tuesday, August 2, 2016
10:00 A.M. CDT**

MINUTES

BOARD MEMBERS PRESENT:

Sheriff John Whetsel, Oklahoma County
Steve Emmons, CLEET
Kevin Kramer, OSBI
Major Rusty Rhoades, Oklahoma Highway Patrol
Dr. Terence Dunn, Oklahoma State Health Department

STAFF PRESENT:

Kevin Behrens, Director
Jenifer Martin, Office Manager
Joshua Smith, Maintenance Tech
Shelly Schultz, Ignition Interlock

BOARD MEMBERS ABSENT:

Dr. Kenneth Blick, O.U. Health Sciences Center
Chief Vernon Griffin, Comanche Nation
Dr. Jarrad Wagner, OSU Center for Health Sciences

1. Call Meeting to Order

Action Taken: Sheriff Whetsel called the meeting to order at 10:00 a.m. Roll was taken; five members were present representing a quorum.

2. Statement of Compliance with Open Meeting Act

The record shows the Board to be compliance with the Open Meeting Act

3. Approval of Minutes

Action Taken: Steve Emmons moved to approve the minutes, Kevin Kramer seconded the motion. A roll call vote was taken with the following results Sheriff Whetsel voted yes, Steve Emmons voted yes, Kevin Kramer voted yes, Major Rusty Rhoades voted yes, and Dr. Dunn voted yes. The motion carried 5-0

4. Director's Report

Director Behrens updated the Board on the following:

- a. Compliance with the Executive Order 2016-1
- b. Outline of quarterly meetings
- c. Update on Rulemaking
- d. Training Update
- e. Teleconference update

Action Taken: Steve Emmons moved to approve the Director's report, Kevin Kramer seconded the motion. A roll call vote was taken with the following results Sheriff Whetsel voted yes, Steve Emmons voted yes, Kevin Kramer voted yes, Major Rusty Rhoades voted yes, and Dr. Dunn voted yes. The motion carried 5-0

5. Proposed Executive Session pursuant to 25 O.S. §307 (B)(1) for the purpose of conducting the performance evaluation for the State Director of Tests

Action Taken: Kevin Kramer moved to enter Executive Session, Steve Emmons seconded the motion. A roll call vote was taken with the following results Sheriff Whetsel voted yes, Steve Emmons voted yes, Kevin Kramer voted yes, Major Rusty Rhoades voted yes, and Dr. Dunn voted yes. The motion carried 5-0

Action Taken: Steve Emmons moved to exit Executive Session, Kevin Kramer seconded the motion. A roll call vote was taken with the following results Sheriff Whetsel voted yes, Steve Emmons voted yes, Kevin Kramer voted yes, Major Rusty Rhoades voted yes, and Dr. Dunn voted yes. The motion carried 5-0

Action Taken: Steve Emmons moved to approve the PMP for the State Director of Tests, Dr. Dunn seconded the motion. A roll call vote was taken with the following results Sheriff Whetsel voted yes, Steve Emmons voted yes, Kevin Kramer voted yes, Major Rusty Rhoades voted yes, and Dr. Dunn voted yes. The motion carried 5-0

6. Proposed Executive Session pursuant to 25 O.S. §307 (B)(1) for the purpose of consideration of merit pay increases for:

- a. Jenifer Martin – Office Manager
- b. Shelly Schultz – Interlock Program Administrator
- c. Josh Smith – Breath Alcohol Technician

Action Taken: Kevin Kramer moved to enter Executive Session, Steve Emmons seconded the motion. A roll call vote was taken with the following results Sheriff Whetsel voted yes, Steve Emmons voted yes, Kevin Kramer voted yes, Major Rusty Rhoades voted yes, and Dr. Dunn voted yes. The motion carried 5-0

Action Taken: Steve Emmons moved to exit Executive Session, Dr. Dunn seconded the motion. A roll call vote was taken with the following results Sheriff Whetsel voted yes, Steve Emmons voted yes, Kevin Kramer voted yes, Major Rusty Rhoades voted yes, and Dr. Dunn voted yes. The motion carried 5-0

Action Taken: Kevin Kramer moved to the Director proceed with the salary adjustments discussed in Executive Session, Major Rusty Rhoades seconded the motion. A roll call vote was taken with the following results Sheriff Whetsel voted yes, Steve Emmons voted yes, Kevin Kramer voted yes, Major Rusty Rhoades voted yes, and Dr. Dunn voted yes. The motion carried 5-0

7. Public Comments

There were no public comments

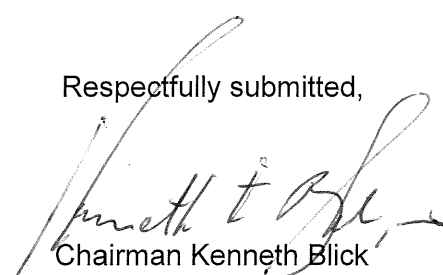
8. New Business

There was no new business

9. Adjournment

Action Taken: Steve Emmons moved to adjourn, Kevin Kramer seconded the motion. A roll call vote was taken with the following results Sheriff Whetsel voted yes, Steve Emmons voted yes, Kevin Kramer voted yes, Major Rusty Rhoades voted yes, and Dr. Dunn voted yes. The motion carried 5-0

Respectfully submitted,



Chairman Kenneth Blick
Board of Tests for Alcohol and Drug Influence

A digital copy of these minutes is kept on record at the Board of Tests
Available upon request.