



CLEET

COUNCIL ON LAW ENFORCEMENT EDUCATION AND TRAINING



DECEMBER 12, 2011

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CLEET has established an instructor of the month program. We would like to recognize Deputy Chief of Police David Houser and Captain Mike Woodruff from the Durant Police Department as the December Adjunct Instructors of the Month.



Deputy Chief David Houser



Captain Mike Woodruff

David Houser, Deputy Chief of Police at the Durant Police Department began a career in law enforcement as a Durant Police Reserve Officer. In April of 1992, Houser became a full time officer and is a 1992 graduate of CLEET Academy C92B4 and has achieved Advanced Certification. Deputy Chief Houser has experienced various assignments in his career including patrol, criminal investigations, canine handler, crime prevention specialist, court services, 911 communications and administration. In November of 2009 he became the department's Deputy Chief of Police. Houser is an instructor in the specialized fields of Standardized Field Sobriety Testing (2002), Drug Recognition Expert Evaluation and Classification (2003) and Firearms (2008). Houser has been an active adjunct instructor for CLEET since 2002. He has also been an adjunct instructor for East Central University, Kiamichi Technology Center, Oklahoma Association of Chiefs of Police and the International Association of Chiefs of Police. In 1993 the Oklahoma Association of Chiefs of Police named him "Officer of the Year" and he received a Life Saving Commendation Medal from the Durant Police Department in 1998. In 2006 he received the "Award of Excellence" from the Oklahoma Highway Safety Office for his role in detecting and deterring drunk and drugged driving. Deputy Chief Houser serves as Oklahoma's Southeast DRE Region Coordinator. Houser is a 2005 graduate of the 223rd Session of the FBI National Academy and serves on the executive board. Houser continues to instruct for the Council on Law Enforcement Education and Training in Standardized Field Sobriety Testing.

Mike Woodruff is currently a patrol captain at the Durant Police Department. He began his law enforcement career as a Johnston County Sheriff Reserve officer then joined the Madill Police Department in October of 1990. Captain Woodruff is a 1991 graduate of CLEET Academy C91B3 and has achieved Advanced Certification. In April 1993 he began a distinguished career at the Durant Police Department and has worked assignments in both patrol and narcotics. Woodruff became an instructor in several specialized fields including Standardized Field Sobriety Testing (1994), Firearms (1995) and Drug Recognition Expert Evaluation and Classification (2004). Woodruff has been an active adjunct firearms instructor for CLEET since 1995. He has taught SFST for the Oklahoma Chief's Association since 1995 and was the State DRE class coordinator in 2009 and 2010. Captain Woodruff was honored as the first recipient of the "Nikky Green" award in 2005 as the Association of Oklahoma Narcotics Enforcers "Officer of the Year". Captain Woodruff is a 2010 graduate of the 246th session of the FBI National Academy in Quantico, VA. Woodruff continues to instruct for the Council on Law Enforcement Education and Training in Firearms and Standardized Field Sobriety Testing.



Evidence Based Sexual Assault

CLEET's records show that Oklahoma still has Peace Officers who have not received the EBSA mandated training. If this training is not completed by January 1, 2012 you will be subject to suspension and required to pay a \$150.00 reinstatement fee.

No Peace Officers will be suspended until CLEET staff is certain that all training records have been entered for the year of 2011.

Drug Dog Advisory Council

CLEET Drug Dog Advisory Council **VACANCY — At Large Seat**

Due to the vacancy of an at-large seat on the Drug Dog Advisory Council, the Council on Law Enforcement Education and Training (CLEET) is accepting letters of interest from those individuals who wish to be considered as an appointee to serve on the CLEET Drug Dog Advisory Council.

The responsibilities of Drug Dog Advisory Council members are found in 70 O.S., § 3311, Paragraph M(2), which states “. . . make recommendations concerning minimum standards, educational needs, and other matters imperative to the certification of canines and canine teams trained to detect explosives, explosive materials, explosive devices and materials which could be used to construct an explosive device.”

The Drug Dog Advisory Council meets quarterly, in Ada, one week prior to scheduled Council meetings.

If you are a full-time commissioned officer with practical knowledge of such canines and canine teams and are interested in serving on the Drug Dog Advisory Council, please submit a resume, a letter of interest and a letter of acknowledgement signed by the head of your department to Interim Director, Steve Emmons, by January 9, 2012. All information received will be forwarded to the Drug Dog

Advisory Council for consideration and recommendation. The Drug Dog Advisory Council's recommendation(s) will be taken to the Council for final selection and appointment.

CLEET Drug Dog Advisory Council **VACANCY— Police Department Representative**

Due to the vacancy of the police department representative seat on the Drug Dog Advisory Council, the Council on Law Enforcement Education and Training (CLEET) is accepting letters of interest from those individuals who wish to be considered as an appointee to serve on the CLEET Drug Dog Advisory Council.

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Advisory Council for consideration and recommendation. The Drug Dog Advisory Council's recommendation(s) will be taken to the Council for final selection and appointment.

Academy 1103 Class Project

BLOOD AND BONE MARROW DRIVE FOR NATALIE WILSON

Natalie is six month old, she lives in Stillwater, Oklahoma with her parents Andrew and Joyce Wilson. Andrew is a Police officer for the Stillwater Police Department. Natalie was diagnosed with a compromised immune system and flown to Cincinnati Children's Hospital for treatment.



Natalie urgently needs a bone marrow transplant to save her life. Academy 1103 is hosting a bone marrow and blood drive, they hope to find Natalie Wilson a match for her bone marrow transplant. If you have the time, please stop by CLEET and help Academy 1103 find a match for baby Natalie. If you would just like to donate blood that is fine, you do not have to be tested for the bone marrow match.

Bone Marrow and Blood Drive

December 21, 2011 — CLEET MULTIPURPOSE Room

5:30 p.m.— 9:30 p.m.

If you have any questions about this drive contact: Tracy Shivers 405-264-6121

Did You Know?

State law requires agencies to notify CLEET within thirty (30 days) if an officer resigns while under investigation. 70 O.S. 3311 (K) (8).

Failure to submit ESR's may disqualify an agency from participating in training programs. 3310 (I) (1). To view this State law click [HERE](#).

O.A.C.390:10-1-3 – All agencies are required to report employments and terminations within ten (10) days on the current Employment Status Report (ESR) form. Cadets are now required to sign Promissory Notes when they enter the CLEET Academy. ESR is an important document used to establish employment and days credited.

Accreditation – Agencies that conduct in-service training are required to submit an Accreditation Form with Instructor's information to CLEET for CLEET training credit. **As of January 1, 2012 Course Accreditation will be for a period of 3 years instead of 1 year.**

Click here for [accreditation information](#).

Training that does not require accreditation and is taught by someone other than CLEET, such as the Justice Department, FEMA, Federal Law Enforcement, BIA, Online and etc, requires a **Report of Training Form** to accompany the roster or certificate.

Training officers who are interested in entering their own agency's training, please contact Linda Mosley at 405-239-5121 or linda.mosley@cleet.state.ok.us

If you fax a document, roster, etc., please do not mail it. Either fax or mail, not both.

CLEET Rules

CLEET 2011 proposed rule changes were adopted on May 19, 2011.

These rule changes will become effective on June 25, 2011.

[Click here to view the changes.](#)

Legal Update

[Click here to view the CLEET's 2011 Legal Update.](#)

Basic Academy Information

Basic Academy Schedule

January 23, 2012 - May 02, 2012

March 05, 2012 - June 13, 2012

April 23, 2012 - August 08, 2012

NO ONE WILL BE SCHEDULED OR CONFIRMED FOR AN ACADEMY UNTIL ALL PAPERWORK IS COMPLETED AND RECEIVED BY CLEET.

The Reading, Writing and Comprehension test is a prerequisite for admission into the CLEET Basic Academy. For testing information click [HERE](#). New hire full-time non-certified officers must take this test within 90 days of hire.

MMPI

Only the current MMPI form will be accepted and must be returned with the students Basic Academy enrollment packet.

[Basic Academy Information](#)

Reserve Academy Information

The Council approved changing the curriculum for Reserve Academies that are scheduled to begin after July 1, 2011. Changes include, but are not limited to increase of hours for firearms and custody control, adding hours to the ethics block and adding classroom presentation for law enforcement driver training.

Leflore County — January 9, 2012
Contact: Janet Biggs — 918-448-9444

Marshall County — January 10, 2012
Mandatory Academy Meeting — December 13, 2011
Contact: David Barnes / Danny Cryer — 580-795-2221

Woodward P.D. — January 17, 2012
Mandatory Academy Meeting — December 13, 2011
Contact: Don Bradley / Dewayne Miller — 580-254-8535 or 580-885-7377

Canadian County — February 07, 2012
Mandatory Academy Meeting — January 10, 2012
Contact — Mike Patswald — 405-422-3187

The academies are posted on the CLEET website. You or your department can contact the academy coordinator to see if they have any vacant slots.

If you are interested in hosting a reserve academy, send your initial request to the Field Representative in your region at least 90 days before your anticipated start date.

To view the Reserve Academies on CLEET's website click [HERE](#).

Continuing Education

To view all or enroll in CLEET's Continuing Education courses click [HERE](#).

Evidence Based Sexual Assault MUST COMPLETE JANUARY 1, 2012

December 20, 2011 — 8:30 - 5:00 — Oklahoma City — OCPD Training Center.

Undue Influence

December 19, 2011 — 8:30 - 5:00 — Pryor — Northeast Technology Center.

Environmental Crimes Investigations

December 20, 2011 — 8:30 - 5:00 — Sapulpa — Central Technology Center.

Search Warrant

December 23, 2011 — 8:30 - 5:00 — Enid — Enid Police Department.

NCBRT/LETCP CLASSES

CLEET has formed a partnership with NCBRT, Louisiana State University and The Department of Homeland Security to bring new training to peace officers in Oklahoma. The courses provided are recognized by CLEET as continuing education and can be used as part of the mandated yearly training requirement to maintain peace officer certification.

You can earn your yearly continuing education hours, and work towards a basic, intermediate, or advanced certification in the Law Enforcement Terrorism Certification Program by taking these courses.

For more information about NCBRT click [HERE](#).

Course Schedule — click below to open enrollment page.

Law Enforcement Prevention and Deterrence of Terrorist Acts (AWR-122)
February 21-22, 2012 — DPS Training Center — Building 10, Classroom E
3600 Martin Luther King Ave, Oklahoma City , OK

Awareness and Response to Biological Events (AWR-118)
January 23, 2012 9:00 a.m. - 4:00 p.m. — Tulsa Health Department (Room 200) Tulsa, OK

The mission of the National Center for Biomedical Research and Training is to help America prevent, prepare for, respond to, and recover from acts of domestic and international terrorism, weapons of mass destruction, and high-consequence events through teaching, training, technical assistance and research.

LETCP

Training Program Offers Specialized Career Path for Law Enforcement

by: Julie Cavin, NCBRT

The Oklahoma Office of Homeland Security, Oklahoma Council on Law Enforcement Education and Training (CLEET) and the National Center for Biomedical Research and Training (NCBRT), Academy of Counter-Terrorism, a member of the National Domestic Preparedness Consortium (NDPC), recently developed the Law Enforcement

Terrorism Certification Program (LETCP) to address the need to have a career path that state and local jurisdictions could utilize to identify appropriate training for their law enforcement professionals with respect to high-consequence events, either natural or man-made. "With consistent focus on enhancing our state and jurisdictional homeland security, this program provides an avenue to do so in a directed approach for the officer and agency,"

says Steve Williams, NCBRT Operations and Plans Associate Director. The LETCP will augment the current credentialing system already implemented in the state of Oklahoma. In addition to obtaining the Law Enforcement Terrorism Certification, the training hours can be transferred to CLEET's Advanced Law Enforcement Certification program and eventually college credits towards a degree. "This training will provide additional tools for law enforcement officers in their mission of providing a safer and more secure environment for the citizens of Oklahoma," says Steve Emmons, CLEET Interim Director. "It is only through these training partnerships that officers advance their knowledge and expertise to fight the threat of high-consequence events."

About the Law Enforcement Terrorism Certification Program (LETCP)

The LETCP offers three levels of certification: basic, intermediate and advanced. Each level of certification includes training required for all participants and offers various tracks within the program to address specific needs of the patrol officer and special response units. The curriculum includes both web-based and instructor led training, which includes mobile and residential training. Each of the courses offered in the training program have been either DHS-certified or are federal or state courses approved through DHS. Each course is also offered at no cost to the participant. The entire certification program takes anywhere from one to six years to complete, depending upon the participant's current level of education. The state of Oklahoma is preparing a multi-year training schedule to meet the anticipated needs of the required training. Most of the training is mobile and will be brought to the state. The residential training programs, which are highly technical and require special facilities to conduct, will provide the training at their facilities. In these cases, the training provider will provide travel, lodging and per diem for those attending.

About CLEET

The mission of the Council on Law Enforcement Education and Training (CLEET) is to enhance public safety by providing education and training which promotes professionalism and enhances competency within the ranks of Oklahoma law enforcement and to manage and regulate the licensing and training of private security. More information about CLEET can be found at www.ok.gov/cleet.

About NCBRT and NDPC

The mission of the National Center for Biomedical Research and Training (NCBRT) is to help America prevent, prepare for, respond to and recover from acts of domestic and international terrorism, weapons of mass destruction and high-consequence events through teaching, training, technical assistance and research. More information about the NCBRT can be found at www.ncbrt.lsu.edu.

The NCBRT is part of the National Domestic Preparedness Consortium (NDPC), recognized by the Department of Homeland Security (DHS) as the principal vehicle through which the National Training and Education Division (NTED) identifies, develops, tests and delivers training to state, local and tribal emergency responders. More information about the NDPC can be found at www.ndpc.us.

Private Security

In order to better serve our private security applicants we would like to inform you of some problems we have identified that could delay the processing or the mailing of your license.

- When we receive your application we check in the money order first. On some of the money orders we have received we have found that they have not been filled out except for the amount. When this is encountered we must send the money back to the sender for completion.
- The next problem we encounter is on current address for the applicants. Each month we send out reminders that your license is set to expire soon. Over a five day period in September we received back forty renewals, one application packet and one license. It is important to remember that it is your responsibility to contact us within ten days of a new address as it is a requirement under OAC 390:35-5-13.
- The last item is not signing the application where needed and having the documents notarized.

If you should have any questions on your application or any other question concerning Private Security please consult our web site or call 405-239-5100 and ask for private security licensing.

The Private Security industry of Oklahoma is represented by the Private Security Advisory Committee. The members are: James R. Carroll, Chairman, William J. Price, Vice Chairman, Alan Grayson, Bill L. Howard, Wayne Pauley and Louis Maltos.

[Click here to view the Oklahoma Private Investigator Association Website](#)

Private Security Testing Dates

The testing dates for Private Security are below.

January 09, February 06, March 05, April 02, May 07, June 04, July 09, August 06, September 03, October 08, November 05, December 03.

All of these tests will be held at CLEET. Classroom will be announced on the testing day.

OSPOA Conference

We are pleased to provide our members with a preview of the training courses we intend to offer during the 2012 Oklahoma Sheriff's and Peace Officers Conference. As with any plans that are months away and the ever possibility that something could come up, as it sometimes does in law enforcement, the courses listed below are subject to change. Check the schedule at the OSPOA registration desk to verify the course and room assignment. We will try to get a link establish of the confirmed training course schedule posted on the CLEET website at www.ok.gov/cleet.

CLEET **WILL NOT** issue Certificates during this conference. Training entries will be made on individual training profiles of Active Peace Officers based on legible information from the rosters from each class. Training entries **WILL NOT** be made if information is not correct or legible.

Security and Private Investigators will be required to sign a separate roster. For security purposes, please have your certification card or license number available so it can be entered on the roster.

Again this year the National Center for Biomedical Research and Training (NCBRT) computer lab will be set up throughout the OSPOA Conference. If you have time in between classes or if you have any open hours during the conference you can complete some Web Based Training in the computer lab, technicians will be in the computer lab and available to assist you with any problems that you experience. Below is a list of some of the web based courses that will be offered to you and the hours it will take to complete each class.

[Preparing Communities for Agroterrorism - Hours 4.0](#)

[Awareness and Response to Biological Events - Hours 2.5](#)

[Prevention and Deterrence of Terrorist Acts: An Overview for All Disciplines - Hours 1.25](#)

[Prevention and Deterrence of Terrorist Acts: Law Enforcement Version - Hours 1.5](#)

[Foundational Awareness of Weapons of Mass Destruction/Terrorism - Hours 1.25](#)

[Effects of Weapons of Mass Destruction on Mass Sheltering - Hours 1.25](#)

[Effects of Weapons of Mass Destruction on Mass Feeding - Hours 1.25](#)

[Effects of Weapons of Mass Destruction on Bulk Distribution - Hours 1.25](#)

[Disaster Mental Health Considerations During a Weapons of Mass Destruction Incident - Hours 1.25](#)

On Wednesday February 22 the ONLY Courses offered other than the NCBRT Computer lab will be with CLEET's General Counsel James Wilson who will be instructing Legal Update and General Search Warrants classes.

Other courses for the conferene are Screening of Persons by Observational Techniques, Awareness and Response to Biological Events, So You Think You Can Lead, The Ultimate Leader (We Need To Talk), Scams and Transient Criminals, Alcohol and Drug Dependencies, Progressive Discipline, and Firearms Qualification.

Training will not be offered on Friday afternoon of the conference in order for participants to have the opportunity to visit the many vendors that will be displaying the latest in Law Enforcement equipment and technology.

Again this year, a firearm will be given away daily. In order to have an opportunity to win you must be registered for the conference and attend training. Tickets for the firearm will be handed out at each training session. The drawing will be at the end of each training day.

Chris Sutterfield, Chairman, Training Committee