

**OKLAHOMA STATE POLYGRAPH EXAMINERS BOARD
REGULAR MEETING**

**Edmond Police Department
100 E. 1st St, Edmond, OK 73034**

**Friday, January 21, 2022
10:00 AM**

Regular Meeting Minutes

MEMBERS PRESENT:

Jason Holt, Chairman
David Otwell, Vice Chair
Shawn Ward, Secretary
Joel Franks, Member

STAFF PRESENT:

Brandon Clabes, Executive Director
Janey Rowden, Recording Secretary
Breanna Atkeson, Recording Secretary

ABSENT:

GUESTS:

Derrick Hopkins
Forrest Perry
Jim Parish
Aaron McKey
John Franks
Timothy LaValley
Krystal LaValley

1. Call Meeting to Order

Chairman Jason Holt convened the board meeting of the Polygraph Examiners Board at 10:00 a.m.

2. Open Meeting Act Compliance

Chairman Jason Holt verified that the meeting was being held in compliance with the Oklahoma Open Meeting Act.

3. Roll Call

Roll taken: (4) Four members were present representing a quorum.

4. Review, discussion, and possible action concerning the Minutes from the Board's October 15, 2021, meeting.

Action Taken: Vice-Chairman David Otwell made a motion to approve the minutes with amended change to item number 6 (D) to show employment of OHP not Edmond P.D. Member Joel Franks made the motion to second. Chairman Jason Holt voted yes. Vice-Chairman David Otwell yes. Member Joel Franks voted yes. Secretary Shawn Ward voted yes. Motion carried 4-0.

5. Review, discussion, and possible action concerning Intern Specification Review(s) / Applications for licensure / Late Renewal(s) / Applications for licensure by reciprocity.

A. Forrest Perry III- Norman PD- (Sponsor-Derrick Hopkins) Completes Texas DPS Polygraph School on 11/12/2021- Passed OK. Polygraph Test on 11/15/2021-Received Intern Evaluation Specific Worksheet.

Action Taken: Vice-Chairman David Otwell made a motion to approve 8 specification exams. Secretary Shawn Ward made the motion to second. Chairman Jason Holt voted yes. Vice-Chairman David Otwell voted yes. Secretary Shawn Ward voted yes. Member Joel Franks voted yes. Motion carried 4-0.

B. Timothy LaValley – Pending Intern

Action Taken: Secretary Shawn Ward made a motion to approve 40 specification exams, with the individual attending the meeting in April 2022 to meet the 6 months requirement. Vice-Chairman David Otwell made the motion to second. Chairman Jason Holt voted yes. Vice-Chairman David Otwell yes. Member Joel Franks voted yes. Secretary Shawn Ward voted yes. Motion carried 4-0

C. Spencer McCarter – Enid PD (Sponsor- Lt. Casey Von Schritlz) Completed Texas DPS Polygraph School on 11/12/2021.

Action Taken: Vice-Chairman David Otwell made a motion to approve with contingent upon CLEET receiving all paperwork, payment, notification of passing of the polygraph school, and notification of the passing the state polygraph exams that all occurs upon notification from CLEET to Chairman Jason Holt and Vice-Chairman David Otwell for approval that the board will grant internship license. Member Joel Franks made the motion to second. Chairman Jason Holt voted yes. Vice-Chairman David Otwell voted yes. Secretary Shawn Ward voted yes. Member Joel Franks voted yes. Motion carried 4-0.

D. Anthony Bennett – Texas License #3111

Reciprocity Application: Board approval required. Received reciprocity application on 11/22/2021. **INCOMPLETE**

- Oklahoma Polygraph Testing.

Action Taken: Member Joel Franks made a motion to approve the reciprocity application once all requirements have been met, each applicant will be notified by email to provide the name and information of a proctor of their choosing and the date they have chosen to test. The proctor will need to submit an attestation that the examinee completed a closed book, no notes exam. The completed exam will be submitted to Janey Rowden - Recording Secretary for grading. Each reciprocity applicant is approved upon a complete application, required documents, and passing exam. Secretary Shawn Ward second the motion to approve reciprocity applicants upon completion of all requirements. Chairman Jason Holt voted yes. Vice-Chairman David Otwell yes. Member Joel Franks voted yes. Secretary Shawn Ward voted yes. Motion carried 4-0.

E. Stephen D. Cabler – Texas License #1163 and Louisiana License #684

Reciprocity Application: Board approval required. Received reciprocity application on 12/06/2021. **INCOMPLETE**

- Oklahoma Polygraph Testing.

Action Taken: Secretary Shawn Ward made a motion to approve the reciprocity application once all requirements have been met, each applicant will be notified by email to provide the name and information of a proctor of their choosing and the date they have chosen to test. The proctor will need to submit an attestation that the examinee completed a closed book, no notes exam. The completed exam will be submitted to Janey Rowden - Recording Secretary for grading. Each reciprocity applicant is approved upon a complete application, required documents, and passing exam. Member Joel Franks second the motion to approve reciprocity applicants upon completion of all requirements. Chairman Jason Holt voted yes. Vice-Chairman David Otwell yes. Member Joel Franks voted yes. Secretary Shawn Ward voted yes. Motion carried 4-0.

F. David Stewart – Texas License #3152

Reciprocity Application: Board approval required. Received reciprocity application on 01/03/2022. **INCOMPLETE**

- Oklahoma Polygraph Testing.

Action Taken: Member Joel Franks made a motion to approve the reciprocity application once all requirements have been met, each applicant will be notified by email to provide the name and information of a proctor of their choosing and the date they have chosen to test. The proctor will need to submit an attestation that the examinee completed a closed book, no notes exam. The completed exam will be submitted to Janey Rowden - Recording Secretary for grading. Each reciprocity applicant is approved upon a complete application, required documents, and passing exam within 30 days from today, 1/21/2022. Vice-Chairman David Otwell second the motion to approve reciprocity applicants upon completion of all requirements. Chairman Jason Holt voted yes. Vice-Chairman David Otwell yes. Member Joel Franks voted yes. Member Shawn Ward voted yes. Motion carried 4-0.

(Recording Secretary, Janey Rowden informed of a typo regarding numbered items on the agenda.)

6. Update from CLEET regarding Thentia and the process of applying for polygraph licensure.

Recording Secretary, Janey Rowden informed Polygraph Board updates regarding the new online system (Thentia).

No action required.

7. New Business, if any, means items not known about or which could not be reasonably foreseen prior to the time of posting of agenda. 25 O.S. §311(A)(10).

- Review of Reciprocity Applicant, Jerry Thomas. (Jerry Thomas was on agenda from 10/15/2021. Actions were taken at 10/15/2021 meeting, please see minutes from 10/15/2021 meeting.) No action taken.
- Reviewed Aaron McKey's specifications exams, no action taken. Will appear at next meeting in April to make action if needed.

No action taken.

8. Public Comments

There was no discussion.

9. Adjournment

Action Taken: Vice-Chairman David Otwell made a motion to adjourn. Member Joel Franks made the motion to second. Chairman Jason Holt voted yes. Vice-Chairman David Otwell yes. Secretary Shawn Ward voted yes. Member Joel Franks voted yes. Motion carried 4-0.

Chairman Jason Holt adjourned the meeting at 11:15 a.m.