Important Updates

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SDA concealed carry curriculum, pg 3.


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By Oklahoma City Council resolution the Oklahoma City Police Department donated 54 sets of body armor to CLEET. These items will go to officers and departments across the state that do not have access to protective equipment due to financial restraints.

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CLEET has recently updated the Notification of Employment form and the Notification of Termination form. Please use these new forms from now on. They are located on the CLEET website under the CLEET Forms tab.

Click here for the Notification of Employment form. Click here for the Notification of Termination form.

If you have any questions or concerns about these forms please call Cindy Donnelly at 405-239-5123
Norman McNickle graduated from Tulsa Edison High School and moved to Stillwater to attend Oklahoma State University graduating in 1974. He became a young business owner and then decided to turn his talents to law enforcement. Norman began his career with the Stillwater Police Department in 1976. He has worked in every aspect of law enforcement during his move through the ranks from Patrol Officer, Investigator, Corporal, Sergeant, Lieutenant and Captain. Norman attended the FBI National Academy in 1984. In 1987, City Manager Carl Weinaug asked Norman to serve as interim Chief of Police and subsequently was appointed to the position. In April of 2011, City Manager Dan Galloway appointed Norman as Public Safety Director, responsible for police, fire, and emergency management for the City of Stillwater.

Norman has been very involved in many civic and law enforcement organizations. He has served as a board member and chairman of the board for Payne County Youth Services for over 20 years. Norman is also very active with the Salvation Army, Domestic Violence, Frontier Rotary, United Way, Starting Point II, and Mission of Hope to name a few. He is involved with the Chiefs of Police Association, Countywide 911 Board, Statewide 911 Advisory Board, FBI National Academy, Chair of the CLEET Council, and previously served as Chairman of Region II Oklahoma Office of Homeland Security.

Norman’s wife Deb is a banker in Cushing, and together they have five children and seven grandchildren. Norman is an avid outdoorsman and enjoys spending time with his family.
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 (l) (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

The new SDA concealed carry permit curriculum is available to licensed SDA instructors. Please email breanna.atkeson@cleet.state.ok.us for your copy. You will need to provide your name and SDA instructor number. The staff at CLEET thanks all of the people who assisted with the revision, including, but not limited to: Thomas B.W. Nation, Miles Hall, Jack Ostendorf, Dean Vassilakos, B. Branch, and Mike Miller.

Several universities are now giving credit or determining if they can give credit for time spent in the CLEET Basic Academy, and the Law Enforcement Terrorism Certification Program—Basic, Intermediate and Advanced Certification. If you are interested in gaining college credit for CLEET training hours, talk to your university and if they are giving this credit, you can request your training record from CLEET and submit it to your university.

Any adjunct instructor seeking compensation, should work diligently with CLEET to get contracts turned in no less than 60 days prior to the course that they are seeking payment for.

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

**NO TOBACCO ORDER**

Mary Fallin, Governor of the State of Oklahoma has passed the following Executive Order: Title 63 of the Oklahoma Statutes, Section 1-1523 prohibits smoking in all public places, in any indoor workplace and all vehicles owned by the State of Oklahoma and all of its agencies and instrumentalities. This order will be implemented by all appropriate officials and agencies of the state government no later than 6 months from the date of the signed order on February 6th, 2012 . The use of any tobacco product shall be prohibited on any and all properties owned, leased or contracted for use by the State of Oklahoma, including but not limited to all buildings, land and vehicles owned, leased or contracted for use by agencies or instrumentalities of the State of Oklahoma.
Law Enforcement Training Coordinators now have access to view the training profiles of ALL officers within their agency. If you desire to have this access, please contact Julie Bender at (405) 239-5123 to obtain the required forms to be granted access.

Council Approved: DAILY PHYSICAL TRAINING

Officers, deputies, and agents attending a CLEET Basic Academy will now be required to spend the last 30 minutes of each training day participating in various forms of light exercise and stretching.

Physical Training during the Academy has been designed by CLEET staff that are certified Law Enforcement Fitness Specialists and Master Fitness Instructors by the Cooper Institute.

**Physical fitness exercises that students will be participating in are:**

- Power walking/Light Jog (Equivalent to a 20 minute mile)
- Basic Jumping Jack, Body weight squats (Slow count of 3 seconds down / 3 seconds up)
- Walking lunges
- Bear crawls
- Planks and/or crunches
- Pushup

**Other exercises that will be done may include various portions for the actual CC/DT block such as patterns of movement, step and drag drills, officer survival drills and much more.**

The goal is to take this 30 minutes each day and:

- Help better prepare each cadet for the upcoming training in CC/DT
- Allow them to have a small amount of extra time in order to help increase their knowledge in officer safety techniques
- Bring those who are lacking in physical conditioning to a higher level of self awareness and better prepare them for the academy as a whole
- Possibly instill better eating and physical fitness awareness for their future in L.E.
- Possibly reduce injuries here at the academy as well as on the job related injuries and illness

Open Meetings

- Council on Law Enforcement Education and Training Meeting - April 18, 2012 - OSBI HQ
- Advisory Council Meeting - July 05, 2012 - CLEET
- Curriculum Review Board - July 10, 2012 - CLEET
- Private Security Advisory Committee - June 14, 2012 - CLEET
- Drug Dog Advisory Council - July 12, 2012 - 10:00 a.m. - CLEET
- Bomb Dog Advisory Council - July 12, 2012 - 1:00 p.m. - CLEET
- Polygraph Board - April 20, 2012 - 10:00 a.m. - CLEET
**Basic Academy Information**

**Basic Academy Schedule**

July 11, 2012 - October 19, 2012  
September 11, 2012 - January 04, 2013  
November 14, 2012 - March 08, 2013

**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.

The Training Division would like to give a special thanks to the Adjunct Instructors who assisted with the Firearms Block for Basic Academy A1201:

John Wilson, OU Health Science Center Police; Nate Horton, Sapulpa Police Dep; Randy Tanner, Tahlequah Police Dept; Kevin Hood, Ada Police Dept; Kevin Austin, Purcell Police Dept; Richard Johnston; Department of Corrections; Jason Hagood, Department of Corrections.

CLEET is seeking Adjunct Instructors for the Academies that are running now and also the upcoming academies. If you are interested in assisting during an academy please contact Rick Amos — [rick.amos@cleet.state.ok.us](mailto:rick.amos@cleet.state.ok.us) — 405–239–5130

**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.

**Wilson Police Department**  -  June 11, 2012  
**Mandatory Pre Academy Meeting**  -  May 15, 2012  
**Coordinator** - Chief Felix Hernandez — 580-668-2136

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

To view the 2012 Oklahoma County Sheriff’s Office Training Division Law Enforcement Catalog click here. This gives you the opportunity to view other training opportunities that may interest you.

**Animal Cruelty Investigations**

April 30, 2012 — 8:30 - 5:00 — Shawnee — Gordon Cooper Technology Center.

**Eye Witness and Lineups**

April 24, 2012 — 8:30 - 5:00 — Tri-County Technology Center — Bartlesville.
April 24, 2012 — 8:30 - 5:00 — Metro Tech Economic Development Center — OKC.

**Flying Armed/Terrorism**

April 18, 2012 — 8:30 - 5:00 — Pawhuska — Osage County Fairgrounds.

**Stress Management**

April 18, 2012 — 8:30 - 5:00 — Bartlesville — Oklahoma Wesleyan University.

**Crime Scene Investigation / Evidence Collection**

April 25, 2012 — 8:30 - 5:00 — Choctaw — Eastern Oklahoma County Technology Center.

**Domestic Violence I**

April 19, 2012 — 8:30 - 5:00 — Ada — CLEET.

**Domestic Violence II**

May 10, 2012 — 8:30 - 5:00 — Ada — CLEET.

**Domestic Violence III**

May 22, 2012 — 8:30 - 5:00 — Yukon — Yukon Police Department.

**L.E. Response to Alzheimer/Unseen Wounds of War**

April 18, 2012 — 8:30 - 5:00 — Great Plains Technology Center — Lawton.
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 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. 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.

NCBRT/LETCP CLASSES
You can earn your yearly continuing education hours, and work towards a basic, intermediate, or advanced certification in the Law Enforcement Terrorism Certification Program. Click here for more info.


We are planning another Law Enforcement Terrorism Certification training event for June 18 - 22, 2012. We plan to have several courses available for officers to choose from over a 5 day period.

LETCP courses can not be substituted. You must follow the courses in the LETCP Program.
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.

The testing dates for Private Security are below. All of these tests will be held at CLEET. Classroom will be announced on the testing day.

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

The Private Security Industry of Oklahoma is represented by the Private Security Advisory Committee. The members are: Chairman - James Carroll (OPIA), Vice Chairman - William J. Price (N.W.), Wayne Pauley (N.E.), Louis A. Maltos (S.E.), Alan Grayson (S.W.), Bill L. Howard (Member-At-Large), Rob Vincent (ASIS).

Here is a link to the OPIA and the Public Agency Training Council, they provide in and out of state training.

Click here to view the Oklahoma Private Investigator Association Website

If you have questions about your application or other question concerning Private Security please consult our web site or call 405-239-5100 and ask for Private Security Licensing.
# Oklahoma Criminal Justice Summit

**Friday, May 25, 2012**

**University of Central Oklahoma**

**Nigh University Center – Constitution Hall**

**Edmond, Oklahoma**

**Keynote Speaker: Major General Rita Argon**

**Website:** [https://sites.google.com/site/okcjsummit/](https://sites.google.com/site/okcjsummit/)

Approved for CLEET credit

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<thead>
<tr>
<th>Time</th>
<th>Event</th>
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<tbody>
<tr>
<td>8:00 a.m. — 3:00 p.m.</td>
<td>Registration Open</td>
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<tr>
<td>9:30 a.m. — 10:00 a.m.</td>
<td>Welcome</td>
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<td>10:00 a.m. — 11:00 a.m.</td>
<td>Keynote Speaker</td>
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<td>11:00 a.m. — 11:20 a.m.</td>
<td>Conference Overview</td>
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<td>11:30 a.m. — 1:00 p.m.</td>
<td>Luncheon and Keynote #2 Cowboy Ethics</td>
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<td>1:00 p.m. — 4:00 p.m.</td>
<td>Concurrent Sessions</td>
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<td>1:15 p.m. — 2:30 p.m.</td>
<td>OBN Tracking Device Update</td>
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<td>1:15 p.m. — 2:30 p.m.</td>
<td>CLEET Legal Updates</td>
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<td>2:45 p.m. — 4:00 p.m.</td>
<td>Cell Phone Data Retrieval</td>
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<td><strong>Law Enforcement</strong></td>
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<td>1:15 p.m. — 2:30 p.m.</td>
<td>Infra-Guard/Bridge Building</td>
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<td>2:45 p.m. — 4:00 p.m.</td>
<td>Infra-Guard/Bridge Building</td>
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<td><strong>Private Sector</strong></td>
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<td>1:15 p.m. — 2:30 p.m.</td>
<td>Corrections Intelligence System</td>
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<td><strong>Corrections</strong></td>
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<td>1:15 p.m. — 2:30 p.m.</td>
<td>Proper Public Safety</td>
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<td><strong>Campus Police/Safety</strong></td>
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<td>InCOP—SAR</td>
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<td>2:45 p.m. — 4:00 p.m.</td>
<td>InCOP—SAR</td>
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<td>4:00 — 5:00 p.m.</td>
<td>Conference Wrap Up</td>
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