

POLYGRAPH BOARD MEETING
Norman Investigations Center
1507 W. Lindsay St.,
Norman, OK 73071
07/16/2021
10:00 AM

Regular Meeting Minutes

MEMBERS PRESENT:

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

STAFF PRESENT:

Lori Parks, Recording Secretary

ABSENT:

David Teuscher, Secretary

GUESTS:

Jason Stearns - Edmond Police Dept.
Todd Ward – El Reno Police Dept.
Randy Bauman
Lynette Clower
(Unknown Guest- Refused Sign In)

1. Call Meeting to Order

Chairman Jason Holt convened the board meeting of the Polygraph Examiners Board at 10:00 a.m. roll taken; Four (4) members were present representing a quorum.

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. Mr. Shawn Ward replacing Secretary David Teuscher effective 05/14/2021. (1) vacant seat. Welcomed newest board member Shawn Ward. Chairman Jason Holt introduced Eric (Shawn) Ward to the board members and guests. Mr. Ward briefly spoke about his education, past and current work history.

4. Approval of Minutes

Action Taken: Vice-Chairman David Otwell made a motion to approve minutes of the regular meeting held on 4/16/2021. Member Joel Franks made the motion to second. Chairman Jason Holt voted yes. Vice-Chairman David Otwell yes. Member Joel Franks voted yes. Member E. (Shawn) Ward voted yes. Motion carried 4-0. Minutes Approved.

5. Intern Specification Review / License / Reciprocity Application Information:

a. **Jason G. Stearns** - Edmond Police Department - *Internship 03/23/2021. (Sponsor – David Otwell)*

Action Taken: (22) *specifications presented.* Member Joel Franks made a motion to approve (22) specifications presented. Member E. (Shawn) Ward 2nd the motion to approve (22) specifications presented. Chairman Jason Holt voted yes. Vice-Chairman David Otwell abstained. Member Joel Franks voted yes. Member E. (Shawn) Ward voted yes. Motion carried 3-0

(22) Total 07/16/2021 – Approved specifications / Grand Total Approved Specifications (29) as 07/16/2021

b. Dustin Albright – License Number 182 - **Late Renewal (s)**

Action Taken: Vice-Chairman David Otwell made a motion to approve late renewal of Dustin Albright verify all requirements have been met. Member Joel Franks made the motion to second. Chairman Jason Holt voted yes. Vice-Chairman David Otwell yes. Member Joel Franks voted yes. Member E. (Shawn) Ward voted yes. Motion carried 4-0. Minutes Approved.

c. Marcia Feucht – Texas License Number 1180

Reciprocity Application:

Action Taken: Member Joel Franks made a motion to approve 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 Lori Parks - Recording Secretary for grading. Each reciprocity applicant is approved upon a complete application, required documents, and passing exam. Member E. (Shawn) Ward 2nd 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 E. (Shawn) Ward voted yes. Motion carried 4-0

d. James E. Gallagher – Texas License Number 1059

Reciprocity Application:

Action Taken: Member Joel Franks made a motion to approve 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 Lori Parks - Recording Secretary for grading. Each reciprocity applicant is approved upon a complete application, required documents, and passing exam. Member E. (Shawn) Ward 2nd 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 E. (Shawn) Ward voted yes. Motion carried 4-0

e. Joseph L. McCarthy – Texas License Number 1158

Reciprocity Application:

Action Taken: Member Joel Franks made a motion to approve 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 Lori Parks - Recording Secretary for grading. Each reciprocity applicant is approved upon a complete application, required documents, and passing exam. Member E. (Shawn) Ward 2nd 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 E. (Shawn) Ward voted yes. Motion carried 4-0

f. Miller, Gregory T. – Texas License Number 3056

Reciprocity Application:

Action Taken: Member Joel Franks made a motion to approve 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 Lori Parks - Recording Secretary for grading. Each reciprocity applicant is approved upon a complete application, required documents, and passing exam. Member E. (Shawn) Ward 2nd 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 E. (Shawn) Ward voted yes. Motion carried 4-0

g. Robinson, Ronda D. – Texas License Number 880,
Illinois License Number 094-000467, Indiana License Number 0327

Reciprocity Application:

Action Taken: Member Joel Franks made a motion to approve 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 Lori Parks - Recording Secretary for grading. Each reciprocity applicant is approved upon a complete application, required documents, and passing exam. Member E. (Shawn) Ward 2nd 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 E. (Shawn) Ward voted yes. Motion carried 4-0

h. John Ragland – Texas License Number 3010,

Reciprocity Application:

Action Taken: Member Joel Franks made a motion to approve 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 Lori Parks - Recording Secretary for grading. Each reciprocity applicant is approved upon a complete application, required documents, and passing exam. Member E. (Shawn) Ward 2nd 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 E. (Shawn) Ward voted yes. Motion carried 4-0

6. Polygraph Board Discussion

Information:

A. Discussion on executive session (s) in the future.

B. New Intern applicants: Notice to board members of upcoming intern applicants. No further discussion necessary.

Forrest Q. Perry III

Daniel R Pierce

C. Oklahoma Polygraph Examiner online application process. (Coming in 2021). Discussion of implementation of new Thentia software. (Application processing)

D. Complaint filed by George W. Maschke, Examiner James R. Kelly.

Action Taken: No action taken at this time. Chairman Jason Holt introduced the complaint without addressing any specifics to the complaint. Mr. Holt reviewed OAC Title 560: 10-1-13.1 complaint procedure. The review board will be comprised of an investigator (licensed polygraph examiner) appointed by the board, assistant attorney general and a board member. Member Mr. Shawn Ward has agreed to be part of the review panel.

7. Board Comments:

Information: Board requested that Recording Secretary Lori Parks check with CLEET's general counsel about obtaining some legal guidance.

8. New Business:

Information: No new Business

9. Public Comments:

None

10. Adjournment

Action Taken: Vice Chair David Otwell made the motion to dismiss. Member Shawn Ward made the motion to second. Chairman Jason Holt voted yes. Vice Chair David Otwell voted yes. Member Joel Franks voted yes. Member Shawn Ward voted yes.

Motion carried 4-0

Chairman Jason Holt adjourned the meeting at 10:49 a.m.