



CLEET

Council on Law Enforcement Education and Training



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2016 Training Initiatives

In 2016 Cleet will be hosting a few more training initiatives throughout the end of the year.

We have dates set for the Woodward Training Initiative. It will be held on October 11- 13. We are working on the schedule now, check the website in the next 2 weeks.

We believe the dates for the Broken Arrow Initiative will be Oct 19-21. We will know in the next week.

CLEET MEAL PLAN FOR FY 2017

As most of you are aware, CLEET was cut 11.65% or \$384,026 in the FY 2017 budget. Combined with a 7.25% or \$257,000 cut last year, CLEET is faced with cuts in services. During the March 15, 2016 Special Council Meeting, the upcoming budget was discussed by a large number of law enforcement personnel from across the state. During this meeting several options for handling the budget cuts were brought forward to the attendees. Council Chairman Sheriff John Whetsel asked the attendees if there was a preferred method for handling the cuts. The CLEET Council has indicated that the primary goal was to not cut training levels in the state.

During the meeting, the cafeteria at CLEET became the focus of the discussion. As you are aware, last year CLEET was forced to eliminate the evening meal from the daily cafeteria provision. The cost to provide breakfast and lunch to cadets runs between \$340,000 and \$380,000 per year based upon the number of students attending training. As noted above, the budget cut to CLEET this year is in the amount of \$384,000 or the equivalent of providing these two meals. During the March discussion, per diem costs were compared to the cost for paying for meals at the cafeteria run by contract with Acorn Services. At the present time, per diem is generally identified as being at \$51.00 per day while cost for two meals at CLEET is just under \$17.00 per day. The concept of CLEET selling a "meal ticket," or something similar to what colleges do with incoming freshmen would be a possible resolution. At the time of this meeting CLEET did not have the ability to provide this option as statutes did not allow for CLEET to receive funds in this manner.

During the late stages of the legislative session, CLEET was able to introduce language into a bill, SB1202, that would allow CLEET to charge up to \$20.00 per day specifically for providing the breakfast and lunch meals through a meal ticket system. The bill also provides that this cost would be mandatory as it will be necessary to have a guaranteed income to keep the contract with Acorn Services. If this guaranteed money was not available, Acorn would likely exit the contract and CLEET would be faced with the possibility of not having a cafeteria. The bill went to the final day of the session before it was ultimately passed. A few days later Governor Fallin signed the bill as an emergency and it goes into effect on July 1st of this year.

The process for paying for a meal ticket shall be as follows: Beginning August 1st of this year:

- 1. CLEET cadets that are not housed at the facility will be required to pay \$50.00 per week (Friday to Thursday) and residents will pay \$72.00 per week. Non residential cadets will receive the lunch meal only while residential cadets will receive breakfast and lunch. The monthly amount must be received by the 25th of the preceding month. CLEET is then required to pay Acorn each week based upon the number of students that will be eating at the cafeteria. CLEET is held responsible for a full week of meals whether or not the cadet eats all of them.**
- 2. If a cadet exits the academy during a month where meals have been paid, agencies/cadets will receive a credit for all weeks following the week that the cadet exited.**
- 3. Any excess amounts received in a given month will be used to pay for the meals of the volunteer adjunct instructors that are a necessity in keeping the skills and classroom classes functioning.**

I understand that the implementation of this program is very difficult and I'm hopeful that CLEET will be able to return to the traditional method of providing meals to the cadets attending the academy as soon as possible. We continue to explore other options for providing academy instruction that will be less expensive and will better serve all of the agencies and officers in the state. As always, ideas for accomplishing this are welcome and I am ready to meet with anyone to explore alternatives. We are beginning regional meetings in one month and will be attending as many sheriffs and chiefs regional meetings as possible to receive feedback.

Steve Emmons
Executive Director

AGENCY ROSTER/ADDRESS UPDATE REPORT

CLEET is accepting annual Agency Roster/Address Update Reports from July 1, 2016 through October 1, 2016.

Agency Administrators, Training Coordinators and designated individuals may submit their annual roster/address update form via email to:
online_address_report@cleet.state.ok.us

If your agency does not have a Training Coordinator, and the Administrator wishes to designate an individual SOLELY for the purpose of submitting roster/address updates, the Administrator can complete the Agency Address Designee Affidavit and submit it with the agency address report.

POSSE INFORMATION

Due to issues with improper proof of full-time, commissioned peace officer employment, a Posse Employment Attestation form has been created by the Career Tech staff and **must** be:

- completed and signed by the Agency Head or Designee
- taken to the testing center by the Basic Academy Candidate and presented to the staff when registering for the POSSE

Any eligible Candidate not having the form with him must pay the fee for the POSSE at that time. NO EXCEPTIONS

CLEET does not pay for reserve officer or pre hire POSSE.

This form is available on the CLEET website: www.ok.gov/cleet/

Peace Officers reading, writing and comprehension test POSSE employment attestation.

This form is also available on the following website:

www.okhcp.com

Oklahoma POSSE, candidate resources, POSSE employment attestation.

BASIC ACADEMY SCHEDULE

2016 Basic Academy Firearms Schedule

A1603 Session 2: August 23, 24, 25, 26, 30, 31

A1604 Session 1: October 11, 12, 13, 14, 18, 19, 20
Session 2: October 25, 26, 27, 28,
November 01, 02, 03

2016 Basic Academy LEDT Schedule

A1604 Session 1: September 13, 14, 15, 16
Session 2: September 27, 28, 29, 30

2016 Basic Academy Custody Control

A1603: Session 2: August 19, 23, 24, 25, 26, 30, 31

A1604 Session 1: October 11, 12, 13, 14, 18, 19, 20
Session 2: October 25, 26, 27, 28,
November 01, 02, 03



Practical Dates

A 1603 - September 13-14, 2016

A 1604 - November 29 - 30, 2016

A 1605 - February 21 - 22, 2017



Adjunct instructors may be provided one hour of continuing education credit for every one hour of instruction provided, i.e. 10 hours of CE for one 10-hour day of instruction, if they teach for the entire block of instruction including the classroom day. If the instructor is not able to attend the entire block they will be awarded 8 hours of CE credit once per year (as we have done in the past). If there are driving instructors available during those two weeks I would be extremely appreciative if they would be allowed to help. CLEET provides housing and two meals per day to adjuncts who come to Ada to assist. Training runs from 0700 – 1730 hrs each day with one night drive each week.

ADJUNCT INSTRUCTORS

Appeal to All Oklahoma Law Enforcement Agencies:

In recent months, CLEET has experienced a sharp decline in the number of adjuncts that have been able to assist with Basic Academy Training. Part of this decline is due to the severe weather crisis that we have experienced. All areas of training are experiencing these shortages; however, our skills classes in particular have been deeply affected. In addition to the needs for adjunct instructors, we need assistance in conducting practical exercises during the last week of an academy. Since these practical exercises have been added to the curriculum we have received great reviews from the students, commenting that they are able to put into practice the skills that they have learned during the 15 weeks of training.

CLEET provides housing and meals for persons assisting with training during a basic academy class. In addition, certified peace officers receive 1 hour of continuing education credit for each hour that they assist for basic academy instruction, per subject.

Firearms Training – The recommended ratio of instructors to students is 1 to 5 during the daytime and 1 to 3 nighttime firearms training. We generally have 35 to 45 students on the range at any one time. Currently, CLEET employs 5 full-time firearms instructors (2 are in administrative positions) which, with one in the tower, allows us to train 15 people at a time (following the above ratios) safely. The remaining instructional staff is comprised of adjuncts or line safety officers. It should also be noted that we commonly split the class in half with those not on the handgun range receiving training with the shotgun or handgun handling skills. Although this configuration keeps students engaged, it removes at least one of our full-time instructors from the handgun range, thus further pushing our instructor to student ratios.

The need for adjunct instructors on the firing range is not a new problem for CLEET. We are constantly challenged with maintaining a safe instructor to student ratio and recent class size increases have exacerbated the problem. We appreciate the commitment agencies across the state have made toward the CLEET firearms program and with your continued support our program will remain strong.

Law Enforcement Driving Training – We generally have between 12 and 15 vehicles operating during LEDT training. Each vehicle has one instructor and three students participating to complete the training in the required time. CLEET employs 7 full time LEDT instructors (some of which are teaching other courses at the time of LEDT due to our operating two basic academies at the same time, 12 months out of the year). Generally, we will need 8 to 12 adjuncts in every class.

Practical Exercises – During the final week of the Basic Academy instruction, CLEET provides 20 hours of practical exercise, hands on training, to the students. We conduct 6 to 10 scenarios (based on availability of personnel). Each scenario requires from 2 to 4 actors along with an instructor to critique the students. In order to accomplish the scenario training we require a minimum of 18 role players/instructors each day.

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 Notice of Employment form may disqualify an agency from participating in training programs. 3310 (I) (1).
- O.A.C.390:10-1-3 – All agencies are required to report employments and terminations within ten (10) days on the current Notice of Employment form. Cadets are now required to sign Promissory Notes when they enter the CLEET Academy. The Notification of Employment 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.
- 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.
- All emails sent and received by CLEET employees are considered property of CLEET and may be subject to disclosure to the public pursuant to the Oklahoma Public Records Act.

CONTINUING EDUCATION INFORMATION

CLEET has continuing education classes that are limited for one reason or another. After the class has reached its maximum number we are required to close them. There are officers who do not withdraw, thus, taking a spot that another officer could have had had we known there was space. This gives a false number of officers who are enrolled to the instructors (who donate their time to teach). This also can cost the Instructors time and possibly waste of handouts. We ask you to be mindful and courteous to your fellow officers and withdraw as soon as you find out you are unable to attend. Should this continue CLEET may enact sanctions against habitual offenders.

TRAINING OPPORTUNITIES

Online training for CLEET credit can now be obtained through the Federal Law Enforcement Training Center (FLETC) website. Please click on the following web <http://www.acadis.net/fletc/>. Once at the site, those who maintain a CLEET certification and are active law enforcement officers can register for an account to access 200 courses funded by FLETC (free to the departments). After completing the short registration form, LETN will follow-up with an e-mail/phone call to the agency head or supervisor to confirm the provided information. Access to the training should be granted within a few days. Until further notices, print, scan or forward certificates received from LETN training to CLEET so we can properly credit (e-mail [preferred], fax, or mail) training records.

9/21/2016 - Muskogee - Troop C Highway Patrol Headquarters

10/12/2016 - Idabel - Kiamichi Tech Center

10/13/2016 - Shawnee - Gordon Cooper Tech Center

10/13/2016 - McAlester - McAlester Expo Center

There are also other continuing education courses that agencies other than CLEET are hosting. You can find these on our website under the CLEET Training tab and then click on continuing education classroom training. [You can also click here and it will take you to the page.](#)

Actor for Basic Academy Practicals

9/26/2016 - Broken Arrow - Tulsa Tech Ctr - Broken Arrow Campus

9/27/2016 - Broken Arrow - Tulsa Tech Ctr - Broken Arrow Campus

Basic Property Room Management

9/15/2016 - LIVE ONLINE

Domestic Violence Investigation (MH)

10/25/2016 - Arkoma - Arkoma Police Department

Financial Planning for Retirement Readiness

9/7/2016 - Yukon Police Department

9/22/2016 - Fairview - NW Tech Center

Law Enforcement Driver Instructor

10/3/2016 - 10/7/2016 - K.O. Rayburn Training Center - Ada

Medical Conditions That Mimic DUI (MH)

9/09/2016 - Oklahoma City - OKC FOP

Reserve Academy Coordinator School

9/28/2016 - Shawnee - Gordon Cooper Tech Center

Survival Spanish For L.E.

8/31/2016 - Claremore - Rogers County Courthouse

They Said or Did What? (MH)

9/6/2016 - Ada - K.O. Rayburn Training Center

PEACE OFFICER RECORDS DIVISION

From the Peace Officer Records Division CONTINUING EDUCATION

Agency administrators, training coordinators, instructors, and officers need to start reviewing their training record to make sure that all training attended has posted to his/her training record. It is vital that instructors submit their training rosters to CLEET as soon as courses are completed. Training coordinators are encouraged to watch their full-time officers training history to make sure that they are on track to completing the required mandate training hours of 25 total hours, 2 hours of which must be mental health related. All officers, full-time and reserve, must have a firearms requalification (even if they just worked one day in the calendar year).

As standard practice, CLEET accepts current year continuing education for posting with the following exceptions.

If an officer is not compliant for previous year(s) service, CLEET will accept training from prior years to post as make-up training for that particular year.

CLEET has on occasion posted prior training if an officer shows "just cause" that he/she had a specialty skill (i.e., OC Spray, taser training, skills instructor training) and needs the training posted to his/her record.

CLEET has also recently started recording certain FEMA courses that are required to apply for federal funding through grant programs.

Law enforcement related military training would have to be submitted for administrative review and approval before it can be posted to CLEET record.

Continuing education training hours accumulated over the state mandated 25 hours (two of which are mental health) are not carried over to next training year. Training hours are applied to the year in which they are taken unless officer has deficiencies in previous years of service.

If an officer attends training and they do not sign a CLEET roster (i.e., out-of-state training, online training, etc.), they will need to complete a Report of Training transmittal form for each certificate and submit the form and certificate to CLEET as soon as possible. The Report of Training form can be found at HYPERLINK "<http://www.ok.gov/cleet/documents/ReportOfTraining.pdf>" <http://www.ok.gov/cleet/documents/ReportOfTraining.pdf> .

AGENCY EMPLOYEE STATUS/INFORMATION REPORT

Agency Administrators please be reminded of the following statutes:

*70 O.S., § 3311 (I) Requires that every law enforcement agency employing police or peace officers in this state **shall submit to CLEET on or before October 1** of each calendar year a complete list of **all commissioned employees** with a current mailing address and phone number for each such employee.*

CLEET will start accepting electronic submission via an Excel spreadsheet on July 1, 2015 for the report year 2015. The spreadsheet method will help law enforcement agencies report only data needed for each of your peace officers in a document that can be easily uploaded to our system. Electronic submission instructions are included on the website. Some departments should be able to extract this data from your own internal agency database and place the information into the CLEET spreadsheet.

Once CLEET has received your **Agency Employee Status/Information Report**, you will be notified by letter that we have received the report. The letter will also inform you if we find any discrepancies between the information you provided and CLEET's current records. For information and assistance with the electronic submission method of reporting, please contact Robbie Weathers at 405-239-5120 or Norma Floyd at 405-945-9153. This information should only be reported by each agency once per year before the October 1st deadline.

Every law enforcement agency should have a training coordinator identified and will need to fill out the appropriate online records agreement to submit to CLEET. If your agency does not have a training coordinator, CLEET will accept the report from the department/agency head or designee. CLEET will post an affidavit form with the instructions and spreadsheet so that administrators can advise CLEET that the individual reporting to CLEET is an authorized designee of the department. If the report comes from anyone other than the agency administrator or the training coordinator, this form will be required to make changes to your department officers' individual records. The training coordinator can be the agency administrator. For information about the online records agreement and initial set up of your agency for electronic submissions, please contact Julie Bender at 405-239-5122.

If commissioned employees notify your agency of address changes throughout the year, please make sure that they are aware that they must complete a Notice of Change of Address form and submit to CLEET per the Statute below:

*70 O.S., § 3311 (Q) Is new language that requires all peace officers, reserve peace officers and tribal peace officers to maintain with the Council current residential addresses and shall notify the Council, in writing, of any change of name. Notification of change of name shall require certified copies of any marriage license or other court document which reflects the change of name. **Notice of change of address or telephone number must be made within ten (10) days of the effective change.** Notices will not be accepted over the phone.*

The address correction form can be found at: "http://www.ok.gov/cleet/documents/PoliceOfficerAddressChange_V2.pdf" http://www.ok.gov/cleet/documents/PoliceOfficerAddressChange_V2.pdf

SPECIALIZED INSTRUCTOR CERTIFICATION

Academy cities and outside law enforcement agencies will be allowed to sponsor the firearms, LEDT, and defensive tactics skills instructor courses. They first need to contact Shannon Butler to be approved to sponsor the course. They then will need to apply for an accreditation number(s) for their school.

They will be assigned individual accreditation numbers for their school by applying for accreditation with Tami Burnett. Tami can also assign instructor apprenticeship accreditation numbers to only Academy Cities.

Academy cities are: Broken Arrow PD, Edmond PD, Norman PD, Oklahoma Highway Patrol, Tulsa PD, Oklahoma City PD, and Lawton PD.

Academy cities can do the apprenticeship portion of the instructor training with their employees only. If they open their instructor school up to other agencies, the other agency individuals will have to come to CLEET to complete their apprenticeship training.

Each individual is responsible for notifying CLEET that they are ready to do their apprenticeship and must complete the apprenticeship within one year or less from the final day of completion of the skills training. **Hours will be granted for instructor schools as they finish phases and apprenticeships.**

The officer is not considered a CLEET certified instructor until they have completed all instructor skills training and an apprenticeship as noted above. If the officer is required to finish the apprenticeship at CLEET, they will need to contact one of the individuals listed below to schedule for a Basic Academy.
Cleat Contact Info:

SKILL	CONTACT NAME	CONTACT PHONE
F/A Instructor Apprenticeship	Rick Amos Jeff Coble	405-239-5130 or 405-546-0160 405-239-5172
LEDT Instructor Apprenticeship	Rick Amos Jeff Coble	405-239-5130 or 405-546-0160 405-239-5172
Defensive Tactics Instructor Apprenticeship	Rick Amos Jeanelle VanBuskirk	405-239-5130 or 405-546-0160 405-239-5125

Outside cities will work with CLEET Administrative staff to verify that all individuals attending their schools meet the minimum requirements for the courses.

Rule 390:25-1-11. Requirements for specialized instructor certification

To qualify for specialized instructor certification, applicants must meet the following qualifications: Meet the qualifications for basic instructor certification as described in OAC 390:25-1-10; and Successfully complete a CLEET recognized or approved instructor development school in the specialized field for which application is made.

The director or director’s designee may, in the exercise of discretion, award special instructor certification to applicants who have completed comparable training, education or experience that equals or exceeds the qualifications for specialized instructor certification. Applicants awarded special instructor certification will be required to complete the apprenticeship phase of CLEET training for the specialized instructor certification sought to demonstrate proficiency in the requisite skills.

RESERVE OFFICER POSSE TEST REQUIREMENT

Below is the language from SB 135 which is effective November 1, 2015.

70 O.S. Section 3311.11.A.

Any person or peace officer who desires to attend a basic law enforcement academy conducted by the Council on Law Enforcement Education and Training (CLEET) shall within ninety (90) days of hire and prior to CLEET admission, be required to score a minimum of seventy percent (70%) on a reading and writing comprehension examination approved and administered by CLEET to assure the applicant can read and write on a level necessary to perform the requirements of the CLEET academy. **Any person or any peace officer who desires to attend a CLEET-approved reserve basic law enforcement academy shall, within ninety (90) days of hire and prior to reserve basic law enforcement academy admission, be required to score a minimum of seventy percent (70%) on a reading and writing comprehension examination approved by CLEET to assure the applicant can read and write at a level necessary to perform the requirements of the reserve academy.**

Summary – Starting November 1, 2015, to attend a Reserve Academy, reserve cadets must pass a reading and writing comprehension examination (known as the P.O.S.S.E. test) prior to being admitted in the academy. It must be taken and passed within ninety (90) days of hire and prior to attending a reserve academy. It is the responsibility of the reserve cadet or their department to pay the twenty-five (\$25.00) fee for the examination. CLEET does not pay the fee for reserve officers. The POSSE test is given by the Oklahoma Technology Centers. Proof of passing the examination will be necessary for the reserve officer application effective November 1, 2015.

BASIC ACADEMY SCHEDULE

A-1604 - August 17, 2016 - December 02, 2016

A-1605 - October 26, 2016 - February 24, 2017

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.

OPEN MEETINGS

Council on Law Enforcement Education and Training Meeting

October 19, 2016 - OKC Metro - Location TBD

Advisory Council Meeting

October 05, 2016 - Ada - CLEET - 10:00 a.m.

Curriculum Review Board

September 06, 2016 - Ada - CLEET - 10:00 a.m.

Private Security Advisory Committee Meeting

September 07, 2016 - Ada - CLEET - 10:00 a.m.

Drug Dog Advisory Council

October 13, 2016 - Ada - CLEET - 10:00 a.m.

Bomb Dog Advisory Council

October 13, 2016 - Ada - CLEET - 1:00 p.m.

Polygraph Board

October 21, 2016 - Ada - CLEET - 10:00 a.m.

Collegiate Officer Program

Law enforcement agencies have an option when it comes to hiring peace officers. Normally a non-certified person is hired then sent to the sixteen (16) week Basic Police Academy. The Collegiate Officer Program (COP) is an alternative that incorporates CLEET's basic law enforcement curriculum and skills within a Criminal Justice/Police Science Degree.

When the COP track student has completed all requirements, including skills, and has been issued an Associate or Bachelor's degree, a Qualification Exam is scheduled. After they pass this exam, they are mailed a Verification Form that states they are ready for certification upon full-time employment. They are also listed on an eligibility list that is available to all law enforcement agencies upon request by email to kelly.james@cleet.state.ok.us.

When CLEET receives a Notice of Employment from an employing agency or department with the "Requesting Collegiate Officer Program Certification" box checked, a "Collegiate Officer Certification Application" is mailed to the department. When the completed application is returned to CLEET a certification is issued.

SATELLITE OFFICE - Broken Arrow AND OKC

CLEET has a satellite office at the Tulsa Technology Center. The address is 4000 West Florence Avenue, Broken Arrow. If you would like to schedule an appointment with Tami, you can email her at tami.burnett@cleet.state.ok.us or reach her by calling 405-546-0159.

Accreditations: To ensure a response within 24 hours, please email all accreditation request forms/documents to tami.burnett@cleet.state.ok.us. Please note: Tami Burnett works out of NE Oklahoma so if you send your accreditation request forms/documents via mail or fax to the main office in Ada, it could take up to two weeks before your request is processed.

We also have a satellite office in Oklahoma City at OSU/OKC. Norma Floyd is at this location on Tuesdays and Thursdays from 9:00 - 4:00. The office is located in room 143 of the Human Services Education Center. Norma's phone number is 405-945-9154 and her email address is norma.floyd@cleet.state.ok.us. You can also contact her regarding private security applications.

CLEET Council

Sheriff John Whetsel,
Oklahoma County Sheriff's Office – Chair

Chief Michael Robinson,
Oklahoma State University DPS – Vice Chair

Dr. James Burke,
East Central University

Sheriff John Christian,
Pontotoc County Sheriff's Office

Chief Bill Citty,
Oklahoma City Police Department

Director Stan Florence,
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Major Pat Mays,
Oklahoma Highway Patrol

Director John Scully,
Oklahoma Bureau of Narcotics

Chief Bob Ricks,
Edmond Police Department

Chief Ike Shirley,
Bixby Police Department

Chief Jason Smith,
Anadarko Police Department

Chief Randy Wesley,
Chickasaw Nation Lighthorse Police Department

Sheriff Bobby Whittington,
Tillman County Sheriff's Office



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 prepare them for the academy.
- 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.

ALERRT Program

The Homeland Security grant directing CLEET to provide active shooter training is progressing better than we had expected. There are classes being held across the state and the officers that have attended are expressing their support for the program. Over 3,700 officers have been trained in the ALERRT End User courses and we have trained over 90 ALERRT instructors. The classes are two day sessions with 16 hours of CLEET continuing education credit.

[Click here to login and enroll in an ALERRT course near you.](#)

Private Security and Private Investigators

Rule 390:35-1-3 changes the definition of ‘conviction’ to include an ‘Alford’ plea – clarifies that ‘conviction’ does not include certain expunged cases, when specific requirements are met, and clarifies the meaning of ‘expungement’.

Rule 390:35-5-1 requires that renewal of an agency license that has been expired for more than three (3) years (instead of 5 years) requires a ‘start over’ and completion of the entire application process.

Rule 390:35-5-2 prohibits issuance of a license while the applicant has pending criminal charges, or is serving a deferred sentence.

Rule 390:35-7-3 clarifies that incomplete applications will not be processed. CLEET staff will not request nor gather documents for the applicant, and will not give advice or advisory opinions as to whether a license will be granted or denied until a complete application is received.

Rule 390:35-7-4 requires applicants to supply all names used, and provide information related to previous licenses issued in any state.

Rule 390:35-9-4 requires that a verbal report of criminal and civil proceedings against the licensee must be followed up by a written report within ten (10) days.

Rule 390:35-15-2 clarifies that instructors whose ‘training, education, teaching, or work experience’ allows them to teach private security classes must have been active in that capacity within the last five years.

Bail Enforcers

Rule 390:60-1-3 clarifies that the prohibition on ‘red and blue lens’ on bail enforcer vehicles includes any device that emits red or blue light when activated.

Rule 390:60-5-6 requires applicants to provide:

- all names used by the applicant, and the date of any name change
- information on previous licensing in any State, and any revocations or suspensions of such licenses.

Rule 390:60-13-2 requires that instructors in use of force be ‘certified as a defensive tactics



In appreciation for your contribution to Oklahoma communities we are inviting you to celebrate with us our new name at our 3rd Annual



**Management &
& Ethics Conference**

Friday November 4th 8am – 4pm presented by



**RANDALL
UNIVERSITY**

(Formerly Hillsdale FWB College at I-35 in Moore)

In appreciation for your work for Oklahoma we are allowing a very low early-bird rate to Oklahoma law enforcement personnel.

This low rate does include the luncheon however space is limited.

The Conference includes sessions presented by certified speakers with CLEET, the State of Oklahoma, and the City of Moore. Corporate sponsors include Kimray Inc., and Bott Radio Network.

Topics include:

Law Enforcement: Surviving & Thriving in a Law Enforcement Career

Ethical Drift & Decision Making Biases

Law Enforcement: Management of a Traffic Unit

Legitimacy in Law Enforcement: Intel Sharing & other issues

Employee Discipline: A Supervisor's Nightmare or an Opportunity

Instilling Ethics & Integrity in Your People

Managing Conflict

Effective Communication in Management

Working with Difficult People

Effective Negotiating

Winning Even Through Tough Times

Multi-Generational Workforce: Many Generations – One Team

Project Management – Step by Step

City Management: Recruiting Businesses for Your City – Municipal Economic Development

2020 Marketing – Strategies & Resources to Give You an Edge

On-Site Security – Preventing Work-Place Violence

Nonprofits: Giving Campaigns for Nonprofits

Come celebrate with us – learn, network, hear great speakers and sign-up for door prizes.

CONFERENCE INCLUDES LUNCHEON – SPACE IS LIMITED

EARLYBIRD RATE	June 27 – July 26	\$35	Must be mailed or dropped by.
	July 27 – August 26	\$40	Mail, drop by or pay with card
	August 27 – Sept 26	\$45	Mail, drop by or pay with card
	Sept 27 – Oct 26	\$50	Mail, drop by or pay with card
	November 4	\$55	Pay at the Door

To mail your payment send to:

**Management Conference
Randall University
P O Box 7208
Moore OK 73153**

To drop off your payment:

**Randall University
3701 South Frontage Rd.
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Questions: **405 912-9020** or **405 912-9000**

Refund Policy: If for some reason the event is cancelled all paid admissions will be refunded. If a participant cancels the refund will be processed two weeks after the event. No refunds for cancellations made after October 26th.

QUALIFIES FOR TCOLE CREDIT



CALIBRE PRESS PRESENTS
WOMEN IN COMMAND
Excelling As Female Leaders

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INSTRUCTED BY LT. CYNDY VELAZQUEZ

- Commander, Investigations Unit
- Team Leader, DuPage County Major Crimes Task Force
- Master's Degree in Organizational Behavior
- Bachelor's Degree in Law Enforcement Administration
- Defensive Tactics and Physical Fitness Instructor
- Named Instructor of the Year, Suburban Law Enforcement Academy

Women in Command is an energetic and interactive two day course conceived, constructed and taught by successful female law enforcement executives. Leadership is a combination of both innate talents and learned skillsets. This seminar examines those traits found in proven successful leaders and accomplished agencies. Being a female leader in a male dominated profession has its own distinctive set of issues. Over the two days we will engage in lively discussions in an open forum populated by current and future women law enforcement leaders.

TOPICS INCLUDE:

- Creating an Effective Organizational Climate
- Leadership Qualities Unique to Women
- Leading in a Male Dominated Profession
- Mentoring and Leading by Example
- Learning from Successful Female Leaders
- Breaking Through the Glass Ceiling

HOSTED BY
AMARILLO COLLEGE
CRIMINAL JUSTICE DEPARTMENT

LOCATION

**Amarillo College West Campus
Building C, Room 112
6222 W. 9th Ave.
Amarillo, TX 79106**

DATE

**September 26-27, 2016
8:00am - 5:00pm**

CLASS FEE

\$329 Per Person

**Groups of 3+ \$299 Per Person (Use Promo Code AAA30)
Groups of 6+ \$279 Per Person (Use Promo Code AAA50)**

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FOR MORE INFORMATION OR TO REGISTER A LARGER GROUP CONTACT

Linda Arnold [630-460-3247](tel:630-460-3247) or linda@calibrepress.com