

**COUNCIL ON LAW ENFORCEMENT EDUCATION AND TRAINING
REGULAR MEETING
K. O. Rayburn Training Center, 2401 Egypt Road, Ada, OK 74820
January 26, 2010
MINUTES**

COUNCIL MEMBERS PRESENT:

Chief Norm McNickle, Stillwater Police Dept.
Sheriff John Whetsel, Oklahoma County
Chief Clayton Johnson, Ponca City Police Dept.
Director DeWade Langley, O. S. B. I.
Chief Jason O'Neal, Chickasaw Lighthouse Police
Chief Michael Robinson, O.S.U. DPS
Dr. Steve Turner, East Central University
Director Darrell Weaver, OK Bureau of Narcotics(Arr.10:11)
Sheriff Bob Wilder, Marshall County (Arr. 10:08)

MEMBERS ABSENT:

Officer Ron Bartmier, Tulsa Police Dept.
Captain Todd Blish, Oklahoma Highway Patrol
Chief Bill City, Oklahoma City Police Dept.
Chief Bob Ricks, Edmond Police Dept.

STAFF PRESENT:

Larry Birney, Ed.D., Director
Steve Emmons, Assistant Director
Janet Ingram, Associate Director
Kimberly Richey, General Counsel
Steven Floyd, Comptroller
Becky Johnson, Staff Attorney
Chris Sutterfield, Program Manager
Wendell Manuel, Facility Maintenance
Don Udell, Chief Policy Review Officer
Walt Birdsong, Investigator
Shannon Butler, Academy Coordinator
David Milnes, Field Representative
Norma Floyd, Business Services

GUESTS:

Chief Don Murray, Eufaula P.D.
Chief Ed Smith, Seminole P.D.
Chief Amanda Bittle, Forest Park P.D.
Director Stacey Puckett, OACP
Jason, Paula, Eli, Isiah & Elizabeth Glass

1. Call Meeting to Order

Chairman Norman McNickle called the meeting to order at 10:05a.m. Roll was taken, seven members were present representing a quorum.

2. Approval of Minutes

Action Taken: Sheriff Whetsel made a motion to approve the minutes of the October 27, 2009 meeting as written. The motion was seconded by Director Langley. A roll call vote was taken. Chief McNickle voted yes; Sheriff Whetsel voted yes; Chief Johnson voted yes; Director Langley voted yes; Chief O'Neal voted yes; Chief Robinson voted yes, and Dr. Turner voted yes. The motion carried unanimously 7-0.

3. **Advisory Council Report**

Sheriff Wilder arrived 10:08 a.m.

Members discussed the Department of Corrections closing of their approved academy and relocating training staff. Sheriff Whetsel asked specifically about the funding of approved academies that close and whether there is a requirement that they conduct an academy annually. Director Birney advised that staff is researching this. There is no longer an annual requirement.

Action Taken: Motion made by Sheriff Whetsel to accept the minutes from the Advisory Council Meeting, with the question regarding funding for academy cities being noted. The motion was seconded by Director Langley. A roll call vote was taken. Chief McNickle voted yes; Sheriff Whetsel voted yes; Chief Johnson voted yes; Director Langley voted yes; Chief O'Neal voted yes; Chief Robinson voted yes; Dr. Turner voted yes, and Sheriff Wilder voted yes. The motion carried unanimously 8-0.

4. **Private Security Advisory Committee (PSAC) Actions**

Ms. Becky Johnson, Staff Attorney addressed members regarding the October 15 and December 10, 2009 PSAC Meetings. She stated members of the Private Security Advisory Council had sought the ability to obtain lists of all licensed personnel under the Private Security Act. She informed members that the information is confidential, and although they are board members reviewing matters under the Act, they are not privy to the confidential information.

Members of the PSAC also discussed certain rule changes directly affecting the industry. Specifically one rule requires licensees to notify CLEET of address changes, but not of name changes. She discussed the dilemma it presents staff when information is received on individuals with a name change that has not been recorded in the CLEET system. Additionally, rules are being written to require that licensees notify CLEET when a Victim Protective Order has been issued against a licensee.

Sheriff Whetsel asked if the Council is required to vote on these rule changes at this time. Ms. Kimberly Richey, Associate Director responded no, that a public hearing has been scheduled and Council members will review and vote on all rule changes at a special meeting in March.

Director Weaver arrived at 10:11 a.m.

Action Taken: Chief Johnson made a motion to accept the report. Director Weaver seconded the motion. A roll call vote was taken Chief McNickle voted yes; Sheriff Whetsel voted yes; Chief Johnson voted yes; Director Langley voted yes; Chief O'Neal voted yes; Chief Robinson voted yes; Dr. Turner voted yes; Director Weaver voted yes, and Sheriff Wilder voted yes. The motion carried unanimously 9-0.

5. Curriculum Review Board Actions and Appointments

Assistant Director Steve Emmons reported on the Curriculum Review Board Meeting. He advised members that the Curriculum Review Board had not met since the last Council Meeting. A special meeting has been scheduled for February 3, 2010.

Mr. Emmons stated this meeting has been set to hear the results from a meeting to review the Firearms Program, which is scheduled for January 29, 2010. An issue regarding a method of "going to the wall" has arisen and several agencies, including members of the Council have an issue with this. "Going to the wall" requires that after each phase of shooting on the firing line, the student pulls the trigger back to a distance just short of firing another round. It has reportedly led to accidental discharges on the firing line. This meeting was originally scheduled for November, but due to weather, was postponed.

Mr. Emmons reported that lots of research has been completed and staff has made the decision to remove all reference in training materials related to this topic. Director Birney added that in his opinion, this method is acceptable in advanced training, or tactical training, just not for basic trainees.

Chief Johnson asked about previous discussions regarding a shortage of ammunition. Director Birney responded that we have confirmed enough ammunition for the next two basic academies.

Chief Robinson asked if the Council will meet again prior to changes in the firearms curriculum. Curriculum Review Committee member, Chief Ed Smith advised that it is his understanding that the Review Board will make recommendations to the Council. Members asked Ms. Kimberly Richey, Associate Director/General Council to advise on who makes final curriculum change decisions.

Action Taken: Dr. Steve Turner made a motion to accept the report. Director DeWade Langley seconded the motion. A roll call vote was taken Chief McNickle voted yes; Sheriff Whetsel voted yes; Chief Johnson voted yes; Director Langley voted yes; Chief O'Neal voted yes; Chief Robinson voted yes; Dr. Turner voted yes; Director Weaver voted yes, and Sheriff Wilder voted yes. The motion carried unanimously 9-0.

6. Drug Dog Advisory Council Actions

Members were provided a draft copy of the January 21, 2010 meeting minutes. (Attachment A) Ms. Becky Johnson, Staff Attorney advised members that the meeting was rescheduled from January 14. In addition, she provided members with a copy of the proposed Oklahoma Drug Dog Standards and Guidelines. (Attachment B) She advised members that they will be asked to vote at the April Council Meeting on the changes. The 2003 version of guidelines have been revamped to meet current practices.

Dr. Turner asked if there are reserves or part-time canine handlers. Director Weaver stated it is common for reserve officers who have a love of animals, to be licensed as canine handlers.

Action Taken: Sheriff Whetsel made a motion to accept the report. Director Weaver seconded the motion. A roll call vote was taken Chief McNickle voted yes; Sheriff Whetsel voted yes; Chief Johnson voted yes; Director Langley voted yes; Chief O'Neal voted yes; Chief Robinson voted yes; Dr. Turner voted yes; Director Weaver voted yes, and Sheriff Wilder voted yes. The motion carried unanimously 9-0.

7. Proposed Legislative Changes

Director Larry Birney addressed members stating one of the house bills that has been introduced requires reserve deputy sheriffs to be accompanied by a full-time deputy on patrol until certification has been completed. Another bill deals with requiring certification for sheriffs prior to running for office.

CLEET-sought bills include language which would give CLEET the authority to conduct a Youth Academy on the CLEET grounds each summer. Senator Susan Paddock is authoring this bill and if approved, it is intended to be funded by a 501.3c Foundation. This Foundation will raise all monies outside of state government, with no appropriated funds spent on this item.

A fee increase for private security licenses will be introduced. These fees have not been increased since CLEET acquired this function in 1988. The fee increase would be incremental and comparable to what other state license fees are. We would also propose that the license period be increased from two years to three years for individual licenses. Director Weaver asked who was authoring this bill. Director Birney responded Representative Mike Christian.

A definition of a police department is also being sought. A member of the senate has requested this as there appears to be bits and pieces in legislation, but no guidance for what is required of a new police department. Birney stated that after the effective date of the bill, basic rules and regulations, a facility, liability insurance, etc. will be required.

Dr. Turner asked if a definite ratio of full time to reserve officers will be required. Dr. Birney responded no, that 73% of all agencies have less than five full-time officers. Director Weaver asked if a command structure will be required. Will a chief be required, or mayor or commissioner. Members discussed current legislation that limits funding from citations to less than 50% of city funds.

Sheriff Whetsel asked Director Stacey Puckett, Oklahoma Association of Chiefs of Police her thoughts on this issue. Director Puckett stated that CLEET needs to be certain to address these issues with the Oklahoma Municipal Assurance Group and the Oklahoma Municipal League as she sees these groups opposing the bill if not consulted. Ms. Puckett added that there is a federal bill being considered regarding collective bargaining and if passed, it could supersede the state law. She is also concerned about long term goals and whether or not under this law, sheriff's offices would be able to contract with towns and cities for police protection.

Dr. Birney stated that he does not think anything in the bill would prohibit existing agencies from contracting with sheriff's offices, then later restarting their police department. Ms. Ingram added that there are about 30 agencies in Oklahoma that have one full time officer and several reserves. She added that Ms. Richey has had conversations with the Oklahoma Municipal League.

Chief Mike Robinson stated that he agrees there needs to be minimum standards to operate a police department and have that authority and power. Dr. Turner stated he would think as the insurance carrier, OMAG or OML should support such language. Director Weaver stated that he highly recommends that Dr. Birney or his staff communicate with those stakeholders. Dr. Birney advised that points are well taken, adding Senator Sykes has put his name on the bill and has contacted persons he deemed necessary.

Sheriff Whetsel stated he agrees with all parts of this bill except the requirement that a dispatcher area be designated. He elaborated that many sheriff's offices require advanced training for their reserve officers.

Guest Don Murray, Chief of Eufaula Police Department addressed members stating that it is an excellent bill, and that standards are needed, but having been around small departments all of his career, he promised that if you attach a minimum staffing levels, the bill will fail.

Chief Jason O'Neal asked if this impacts tribal law enforcement agencies that contract with law enforcement agencies. Director Birney stated he does not see any change in those inter local agreements.

Chief Mike Robinson stated he agrees that maybe the language should be changed to say dispatch services rather than a designated dispatch area.

Chief McNickle asked if this is tied to CALEA or OCOLEA requirements. He is confident that many current departments do not meet the minimum requirements. Director Langley asked if CLEET will be responsible for ensuring agency's adherence to the requirements, and if so, are we assuming liability because we grant the department status?

Action Taken: Sheriff Whetsel made a motion to support item # 1 creating minimum criteria for a police department, with the exception of requiring a dispatcher area, understanding that CLEET will work with the many concerned groups. The motion was seconded by Director Weaver. A roll call vote was taken Chief McNickle voted yes; Sheriff Whetsel voted yes; Chief Johnson voted yes; Director Langley voted yes; Chief O'Neal voted yes; Chief Robinson voted yes; Dr. Turner voted yes; Director Weaver voted yes, and Sheriff Wilder voted yes. The motion carried unanimously 9-0.

Action Taken: Sheriff Whetsel made a motion to support items # 2, 3, 4, 5 and 6 as written. The motion was seconded by Chief Clayton Johnson.

Discussion: Item # 2 giving CLEET ability to suspend peace officer certification if an indictment or criminal information has been filed against the officer. Chief McNickle asked if this would include DUI. Director Birney responded that 99.9% of agencies would handle this themselves if they have an Internal Affairs Division and records are on file at CLEET of such. Very few cases would be affected by this legislation. Most departments would terminate or take the officer off of the street. This legislation would deal with the few that do not, and would not presume to act without probable cause.

Chief McNickle asked about Item # 6 requiring that CLEET be notified if a reserve officer is terminated while under investigation. Chief McNickle stated that he is concerned as a number of terminations are reversed by an Arbitrator. Ms. Becky Johnson responded stating that the language has been reworded to make the issue more clear. The records are still considered a confidential CLEET record.

Ms. Stacey Puckett asked if the Police Pension System would be notified and if this would affect the pension of the person terminated. Director Weaver stated that he serves on the Oklahoma Law Enforcement Retirement System and that it, and the Oklahoma Public Employee Retirement Systems mirror each other very closely and if the officer is reinstated, then it would probably not be considered a break in service.

Director Weaver asked about item # 5, increasing private security licensing fees. He asked if we should consider increasing license fees up to 50 or 100%, as this may be our only opportunity to do so.

Chief Clayton Johnson urged caution when dealing with legislators. Director Birney thanked him for his concern and stated Senator Sykes sits on our Appropriations Committee and that he had met with him many times regarding these bills.

Action Taken: The motion on the floor made by Sheriff John Whetsel and seconded by Chief Clayton Johnson was to approve support of legislative request items # 2, 3, 4, 5 and 6. A roll call vote was taken Chief McNickle voted yes; Sheriff Whetsel voted yes; Chief Johnson voted yes; Director Langley voted yes; Chief O'Neal voted yes; Chief Robinson voted yes; Dr. Turner voted yes; Director Weaver voted yes, and Sheriff Wilder voted yes. The motion carried unanimously 9-0.

8. Reading and Writing Comprehension Examination

Assistant Director Steve Emmons addressed members. He stated the current academy cadets were tested using the Oklahoma Peace Officer Standards and Training test. Ninety-One students were tested, 81 passed on the first attempt, five students passed on the second attempt and one student failed all three attempts. He reported that Ada Police Department recently tested 11 officers as a pre-hiring tool, one failed the test.

Dr. Birney stated that we are moving toward an agreement with the Career Technology Center to develop tests of approximately 1,000 questions. After validation studies are completed, the long term goal is to turn over the testing to the Technology Centers. A Memorandum of Understanding is being drafted to this effect.

Birney reported there has been opposition to this from many departments that have used Stanard's test for a number of years and are seeking permission to continue to use these tests. Also the Oklahoma Association of Chiefs of Police, is concerned due to their contract with Stanard and Associates and the fiscal impact it will have on the OACP of approximately \$2,900 annually according to their treasurer's report. Birney stated he wanted to make sure that the

Council is aware of all aspects.

Stacey Puckett, Director of OACP advised that discussions with CLEET staff over a period of months have been that the tests would have to be rotated. She is concerned that the same test is being given to students up to three times. Dr. Udell confirmed that CLEET has two versions of the test. OACP has purchased 125 tests for CLEET's use and that they do not receive any monies for the CLEET administered tests. She added that a three year validation study was conducted with students of CLEET, Oklahoma City Police Department and the Oklahoma Highway Patrol. Ms. Puckett stated the test is nationally recognized and that five states have implemented legislation to require the test for basic peace officer admittance.

Director Stacey Puckett indicated she has been contacted by four different Technology Centers wanting access to the Stanard tests. She stated she is concerned about the security of the tests, as well as the validation process that will be used to ensure that the quality of the tests developed by the Technology Centers meets that of Stanards.

Director Birney stated that he understands her concern, but that we have been advised that the Stanard tests are already out there and our goal is to develop a method where tests are convenient to local law enforcement agencies.

Chief Mike Robinson asked about the validation of tests from the Technology Centers. He understands this is lengthy process.

Ms. Puckett stated that the CLEET tests are skewed as CLEET does not require a 70% on each phase of the testing, i.e., someone can make a 20, 25, 35 and 15 and achieve the 70%. Director Birney responded that the scores are not cumulative, the average must be 70% on all of the four sections.

Dr. Don Udell addressed members stating that we administer all four parts of the tests and that they are scored individually. The total scores are added and divided by four to derive the score. A committee has been formed working with the Technology Centers. Three types of validation will be utilized, one based on content validity, construction validity and one based on related criteria. We are interested in how the tests are constructed, that it is pre-law enforcement type questions, then the content and criteria related.

Udell continued that it then will be tested for reliability, which is test, retest, retest to see if it is yielding the same basic information. This will all be done before we begin administering the test to potential officers, and will take time.

Chief Clayton Johnson stated he does not wish to finically hurt the OACP, he would rather inconvenience local law enforcement agencies.

Guest Amanda Bittle, Chief of Forest Park Police Department asked Director Birney to elaborate on the security of the tests.

Director Birney responded at the OACP meeting, the speaker's first comments were, "If you are copying this test, or making copies and distributing it, you are violating copyright laws, don't do it." Chief Robinson stated that that response was from a comment made during the Executive Board Meeting of the OACP where CLEET was reported to have advised there was a breach of confidentiality.

Ms. Puckett responded there was no breach of confidentiality in eleven years. She indicated the tests are sealed, they are numbered, and are not easily copied. As the exclusive distributor of the Stanard Tests in Oklahoma, she asked for specific information as to breach of confidentiality. She indicated she had contacted Stanard and Associates to ascertain whether CLEET had notified them of a breach of confidentiality, they responded no. Director Birney affirmed, he had not notified anyone, because he had no proof.

After lengthy discussion, Chief McNickle asked Dr. Birney if he was looking for approval to move forward with the Technology Centers, with the understanding that agencies that are currently using the Stanard test would be allowed to continue to do so. Director DeWade Langley stated he recommends we move forward. He added that convenience to the agency should be a priority. Director Birney advised this is not an action item on this agenda.

Dr. Steve Turner indicated that there is obviously underlying issues here that he is unaware of. He asked that if the Council is to deal with these issues, then it needs to be put on the table for discussion. Members discussed the expense to OACP for 125 examinations purchased for CLEET.

Action Taken: Motion made by Director DeWade Langley to acknowledge the report given regarding the statistics for students tested on the Oklahoma Peace Officer Standards Test. The motion was seconded by Sheriff John Whetsel. A roll call vote was taken Chief McNickle voted yes; Sheriff Whetsel voted yes; Chief Johnson voted yes; Director Langley voted yes; Chief O'Neal voted yes; Chief Robinson voted yes; Dr. Turner voted yes; Director Weaver voted yes, and Sheriff Wilder voted yes. The motion carried unanimously 9-0.

9. **Physical Agility Screening for Safe Participation**

Assistant Director Steve Emmons addressed members regarding the results of current academy students and the Physical Agility Screening for Safe Participation. A total of 78 students were tested. Seventy-seven passed the screening. Two cadets tested twice, one passed on the second attempt and one failed and was not allowed to begin the academy. The average time was 1:41 minutes and the slowest passing time was 2:18.

Action Taken: Sheriff John Whetsel made a motion to accept the report. Sheriff Bob Wilder seconded the motion.

Discussion: Chief McNickle stated he understands a bill has been prefiled that would exempt sheriffs from physical testing. Sheriff Whetsel stated he had not seen it, but that the Sheriff's Association would oppose the bill. Sheriff Wilder concurred.

Action Taken: The motion on the floor was to accept the report. A roll call vote was taken Chief McNickle voted yes; Sheriff Whetsel voted yes; Chief Johnson voted yes; Director Langley voted yes; Chief O'Neal voted yes; Chief Robinson voted yes; Dr. Turner voted yes; Director Weaver voted yes, and Sheriff Wilder voted yes. The motion carried unanimously 9-0.

Dr. Steve Turner left the meeting at 11:58 a.m.

10. CLEET Financial Report

Steven Floyd, Comptroller, addressed members reporting through the end of December, 2009 we have spent \$2,980,111 and encumbered \$2,051,349. We are 50% through the fiscal year and we have spent approximately 53% of our total budget. Mr. Floyd stated we are being as conservative as possible. We have received at least 5% in General Revenue cuts each month, adding that we anticipate that trend to continue through the end of FY 2010.

Sheriff Whetsel asked about the items that have been 80-100% expended. Mr. Floyd responded that most of those instances are monies we have encumbered for the remainder of the year. Dr. Birney stated that in the past we purchased items as needed, but now are encumbering the money to insure availability. Chief Johnson asked if the General Revenue cuts are adversely affecting the academy. Mr. Floyd responded they are not.

Action Taken: Sheriff Bob Wilder made a motion to accept the report. Chief Jason O'Neal seconded the motion. A roll call vote was taken Chief McNickle voted yes; Sheriff Whetsel voted yes; Chief Johnson voted yes; Director Langley voted yes; Chief O'Neal voted yes; Chief Robinson voted yes; Director Weaver voted yes, and Sheriff Wilder voted yes. The motion carried unanimously 8-0.

11. Director's Report

Minutes on Web

Director Birney stated at the Oklahoma Association of Chiefs of Police meeting, CLEET was criticized for not having minutes of Council meetings posted on the website. There is no requirement that they be so posted. Since they are not approved until the next Council meeting, they are approximately three months old prior to posting. Chief Robinson stated he would like to see both the drafted minutes and the approved minutes on the web.

Curriculum Review Board Actions

Ms. Kimberly Richey, Associate Director/General Counsel stated that she has reviewed Title 70 and the Curriculum Review Board has the authority to "establish curriculum for all CLEET academies." Therefore, Council approval is not necessary, but can be required by Council motion and the adoption of an approval process.

12. Actions Against Peace Officers

The decertification of two officers has been completed in this report period. Names will be added to the National Decertification Database.

No Action Taken.

13. Distance Learning Program

Walt Birdsong reported one of the ways we are combating financial problems is that we have partnered with the Oklahoma Office of Homeland Security, (OKOHS), the National Center for Biomedical Research and Training, Academy of Counter-Terrorism Education, (NCBRT/ACE), from Louisiana State University, and the Department of Career Technology Education, (CT) to provide The Oklahoma Project, (TOP). Walt Birdsong is the lead staff member on this project which provides a \$15.5 Million grant to produce Synchronized Computer-Based Training. An instructor from Louisiana State University will deliver training at one Career Technology site and it will be broadcast to four additional sites. Students and the instructor will have the ability to interact both visually and audibly.

We have conducted Beta tests and more than 80% of the feedback has been positive. Results provided in Attachment C. We are hopeful the program will progress and CLEET and Oklahoma will be the pilot program for all 50 states for distance learning and peer-to-peer training.

Director Langley asked if the curriculum has been established for this training. Mr. Birdsong stated it had, to date the training has been from LSU. Director Langley stated this is a great cost-saving initiative and provides quality training statewide.

Director Weaver asked if CLEET will make any money from the program. Mr. Birdsong responded no, LSU is providing CLEET with equipment to broadcast statewide. Director Weaver stated he was concerned whether it would still be successful if the funding source dried up. Director Birney added that we hope to maintain the program after the grant monies are gone. Director Weaver commended staff stating it is a great deal and the Department of Education has had this type of training for a number of years.

14. Divisional Reports

Assistant Director Steve Emmons reported on a new 25 hour Continuing Education Training Program. This will be 2 full days and one half day of training, which will include all mandatory training, including mental health. The training is being developed by Jim Elliott of our staff and will be an interactive, problem-based scenario course. Students will be able to stay the afternoon of the third day and qualify at the range if they so desire.

The same training will be scheduled for Chiefs of Police and Sheriffs as well.

Mr. Emmons reported that we have received a grant for Rapid Response to Active Shooters and that a consolidation of training methods will be developed to be the approved method of training. A meeting has been set for February 19, 2010 for this topic.

Chief Norman McNickle stated this is excellent information and that he is glad to see CLEET take a more progressive approach to training.

Sheriff Whetsel stated he would like to see driver training included in the course, as it is the second weapon available to officers.

15. Staff Retirement

Director Birney addressed members and invited Associate Director Janet Ingram to the table. He recognized Janet for more than 24 years of dedicated service to CLEET and her ability to make CLEET and the Directors' that headed up CLEET, professional. He added that her support of CLEET and of law enforcement is never ending.

Ms. Ingram introduced her family, Jason, Paula, Ely, Isaiah and Elizabeth Glass. She indicated that she has enjoyed her time at CLEET and will look forward to spending time with her family. She stated her desire to assist CLEET and the law enforcement community will not end, she will always have a place in her heart for law enforcement and will always be available to help in any way possible.

16. New Business

Law Enforcement Summit

Director DeWade Langley advised members that the OSBI and the University of Central Oklahoma are sponsoring a Law Enforcement Summit March 18 and 19, 2010 in Edmond. He stated that cost is \$50 and includes 12 hours of training credit. Two meals will be provided.

The evening sessions include panel discussions with legislative leaders and will be a great opportunity to work together. Director Langley reiterated that public safety agencies must work together and be united or we will continue to fight for the same monies.

Two great programs related to Cybercrime and Operation Tarnished Badge will be presented. He invited all members to register and attend this training.

17. Adjournment

Action Taken:

Motion made by Chief Johnson to adjourn the meeting. The motion was seconded by Director DeWade Langley and carried unanimously, 8-0. Chairman McNickle adjourned the meeting at 12:36 p.m.