

COUNCIL ON LAW ENFORCEMENT EDUCATION AND TRAINING
COUNCIL MEETING
2401 Egypt Road
Ada, Oklahoma 74820
July 24, 2019
10:00 a.m.
MINUTES

MEMBERS PRESENT:

Chief Michael Robinson, Chairman, O.S.U. DPS
Director Ricky Adams, Vice-Chairman, OSBI
Chief Brandon Berryhill, Broken Arrow PD
Sheriff John Christian, Pontotoc County SO
Russ Higbie
Dr. Katherine Lang, ECU
Director John Scully, O.B.N.D.D.
Commissioner Randy Wesley, Chickasaw Nation
Sheriff Chris West, Canadian County SO

STAFF PRESENT:

Eddie Campa, Executive Director
Gerald Konkler, General Counsel
Shannon Butler, Operations Manager
John Parker, Director of Finance
Shelly Lowrance, Recording Secretary
Kelly James, Field Rep
James Holloway, Field Rep
Catherine Edwards, Paralegal
Megan Flatt, Legal Secretary

MEMBERS ABSENT:

Sergeant Kyle Bruce, Stillwater PD
Major Pat Mays, OHP
Chief Ike Shirley, Bixby PD
Sheriff Bobby Whittington, Tillman County SO

GUESTS:

Randy Tyner
Chief JR Kidney

1. Chairman Robinson called the meeting to order at 10:00 a.m.

2. **Open Meeting Act Compliance**

This meeting is being held in compliance with the Oklahoma Open Meeting Act. Notice was given to the Secretary of State on October 31, 2018, and the agenda posted July 22, 2019.

3. **Chief Robinson welcomed our new CLEET Council member, Chief Brandon Berryhill, Broken Arrow PD.**

4. **Roll Call**

Roll was taken, nine members were present representing a quorum.

5. **Sheriff West led us in the Pledge of Allegiance**

6. **Approval of Minutes**

• April 24, 2019

There was no discussion.

Action Taken: Director Scully made a motion to approve the minutes as written. Russ Higbie seconded the motion. Chief Robinson voted yes. Director Adams voted yes. Chief Berryhill voted yes. Sheriff Christian voted yes. Russ Higbie voted yes. Dr. Lang voted yes. Director Scully voted yes. Commissioner Wesley voted yes. Sheriff West voted yes. Motion carried 9-0.

7. CLEET unpaid 2016-2017 meal invoices

Discussion: Director Campa stated in 2016 a budget reduction required CLEET to implement a registration fee allowing CLEET to charge for meals. An email was sent out to agencies in February of 2017 requesting payment of past due balances. In 2018, a letter was drafted and sent out to the agencies that owed a balance from 2016-2017. Some agencies have paid while others are in the process of paying and some agencies are refusing to pay. CLEET General Counsel has advised that there is no legal or constitutional method in place that would allow CLEET to forgive state, county or municipal debt. In the future CLEET will be prepared with software for accounts payable/receivable. Invoice billing should be sent to the city manager. The CLEET Finance Dept. will oversee all billing and invoicing from this point on. The question to the Council is how do you wish us to proceed?

John Parker, CLEET Director of Finance, stated he had contacted the state auditor's office and there are remedies available for counties and state agencies.

State agencies – Can process a settlement agreement. This is a formal document executed between the state agency and the vendor wherein the state agency acknowledges the validity of the debt.

Counties – A Form must be completed for the DA to review and acknowledge it is a valid debt and they authorize it to be paid. There will not be a fine under a county audit.

Municipalities – Most are incorporated and have their own set of rules. They may or may not have a mechanism in place to pay. City Manager or City Attorney will be the final say.

Discussed:

- Continue to collect from agencies that owe a 2016-2017 balance.
- Do not allow agencies that owe a 2016-2017 balance to send anyone to the CLEET basic academy till the balance is paid in accordance with CLEET Rules 390:15-1-21. Registration Fees.
- CLEET has a responsibility to collect the debt.
- The Council requested for CLEET to do a financial process and follow-up for collections.
- In future letters educate the agencies with the information obtained by the state auditor's office for state and county agencies.

Director Campa stated the collection efforts will continue for the 2016-2017 unpaid balances.

No Action Taken

8. Chief JR Kidney, Tecumseh PD

Discussion: Chief Kidney stated that he was one of the agencies that contacted Director Campa. I support CLEET. The Tecumseh City Manager and Tecumseh City Attorney stated that they are not paying the 2016 invoice because they could not go back and amend the budget from 2016. Chief Kidney stated that he will follow the direction of the Council and request the invoices to be paid.

No Action Taken

9. Advisory Council Composition

There was no discussion.

Action Taken: Commissioner Wesley made a motion to reappoint Chief Danny Ford, Duncan PD, to the Advisory Council. Sheriff Christian seconded the motion. Chief Robinson voted yes. Director Adams voted yes. Chief Berryhill voted yes. Sheriff Christian voted yes. Russ Higbie voted yes. Dr. Lang voted yes. Director Scully voted yes. Commissioner Wesley voted yes. Sheriff West voted yes. Motion carried 9-0.

10. Advisory Council Composition

- Captain James Bell, Northeastern State University Police Department in Tahlequah
- Lt. Randy Tanner, Tahlequah Police Department

Discussion: It was agreed that the Advisory Council needs to make the selection from the two applicants for the Region 2 vacancy and then send to the Council for appointment.

Action Taken: Sheriff Christian made a motion to send the two Advisory Region 2 applicants back to the Advisory Council for a selection. Sheriff West seconded the motion. Chief Robinson voted yes. Director Adams voted yes. Chief Berryhill voted yes. Sheriff Christian voted yes. Russ Higbie voted yes. Dr. Lang voted yes. Director Scully voted yes. Commissioner Wesley voted yes. Sheriff West voted yes. Motion carried 9-0.

There was no discussion.

Action Taken: Sheriff West made a motion to appoint Captain Randy Tyner, Ponca City PD, to the Region 6 vacancy on the Advisory Council. Director Adams seconded the motion. Chief Robinson voted yes. Director Adams voted yes. Chief Berryhill voted yes. Sheriff Christian voted yes. Russ Higbie voted yes. Dr. Lang voted yes. Director Scully voted yes. Commissioner Wesley voted yes. Sheriff West voted yes. Motion carried 9-0.

11. Curriculum Review Board Composition

There was no discussion.

Action Taken: Russ Higbie made a motion to reappoint Craig Maile, Oklahoma Dept. of Career Tech, to the Curriculum Review Board. Chief Berryhill seconded the motion. Chief Robinson voted yes. Director Adams voted yes. Chief Berryhill voted yes. Sheriff Christian voted yes. Russ Higbie voted yes. Dr. Lang voted yes. Director Scully voted yes. Commissioner Wesley voted yes. Sheriff West voted yes. Motion carried 9-0.

12. Bomb Dog Advisory Council Composition

There was no discussion.

Action Taken: Dr. Lang made a motion to reappoint Lt. Eric Grubbs, OUPD, to the BDAC. Commissioner Wesley seconded the motion. Chief Robinson voted yes. Director Adams voted yes. Chief Berryhill voted yes. Sheriff Christian voted yes. Russ Higbie voted yes. Dr. Lang voted yes. Director Scully voted yes. Commissioner Wesley voted yes. Sheriff West voted yes. Motion carried 9-0.

There was no discussion.

Action Taken: Director Adams made a motion to reappoint Lt. Mike Norman, OHP, to the BDAC. Sheriff Christian seconded the motion. Chief Robinson voted yes. Director Adams voted yes. Chief Berryhill voted yes. Sheriff Christian voted yes. Russ Higbie voted yes. Dr. Lang voted yes. Director Scully voted yes. Commissioner Wesley voted yes. Sheriff West voted yes. Motion carried 9-0.

13. Private Security Advisory Composition

There was no discussion.

Action Taken: Director Scully made a motion to appoint Mr. Tom M.E. Linn-Lim, OPIA, to the PSAC. Dr. Lang seconded the motion. Chief Robinson voted yes. Director Adams voted yes. Chief Berryhill voted yes. Sheriff Christian voted yes. Russ Higbie voted yes. Dr. Lang voted yes. Director Scully voted yes. Commissioner Wesley voted yes. Sheriff West voted yes. Motion carried 9-0.

14. Committee and Board Reports

There was no discussion.

No Action Required.

15. Actions Against Peace Officers

There was no discussion.

No Action Taken

16. Divisional Reports

There was no discussion.

No Action Required

17. CLEET Financial Report

Discussion: CLEET Financial Director John Parker gave a summary of the Financial Report for FY 2019 through June 30, 2019.

No Action Taken

18. Director's Report

Discussion:

- CLEET Field Rep, Kelly James is retiring after working at CLEET for 23 years. Her official last day at CLEET is July 31, 2019.
- New CLEET Field Rep, James Holloway.
- Legislature – penalty assessment fees
- IADLEST Conference attended in Milwaukee, WI.
- CLEET is seeking accreditation through IADLEST.
- East Central University is helping with the CLEET Job Task Analysis (required for accreditation).
- Congressman Tom Cole will be at CLEET on August 22, 2019 for a tour.
- Local legislators – Senator McCortney and Representative Johns. They are working with us to set up a Legislative Day at CLEET. Also partnering with CLEET is the Ada Chamber of Commerce and the Chickasaw Nation.
- Governor Stitt came to CLEET for a tour in June.

No Action Required

19. Proposed Executive Session

Executive Session pursuant to 25 OS 307 B 7 "Discussing any matter where disclosure of information would violate confidentiality requirements of state or federal law;"

Action Taken: Dr. Lang made a motion to go into Executive Session. Sheriff West seconded the motion. Chief Robinson voted yes. Director Adams voted yes. Chief Berryhill voted yes. Sheriff Christian voted yes. Russ Higbie voted yes. Dr. Lang voted yes. Director Scully voted yes. Commissioner Wesley voted yes. Sheriff West voted yes. Motion carried 9-0.

Everyone left except CLEET staff: Director Campa, General Counsel Gerald Konkler and Shelly Lowrance.

11:05 a.m. – Entered into Executive Session

20. Resume Meeting Following Executive Session

Any vote or action on any item of business considered in an executive session shall be taken in public meeting with the vote of each member publicly cast and recorded. (25 O.S. 1995, Section 307(E)(3).

Action Taken: Chief Berryhill made a motion to come out of Executive Session. Russ Higbie seconded the motion. Chief Robinson voted yes. Director Adams voted yes. Chief Berryhill voted yes. Sheriff Christian voted yes. Russ Higbie voted yes. Dr. Lang voted yes. Director Scully voted yes. Commissioner Wesley voted yes. Sheriff West voted yes. Motion carried 9-0.

11:15 a.m. – Returned to Open Session.

21. Executive Session

No Action Taken

22. Board Comments

Discussion:

Director Adams stated the OSBI is in the process of hiring 18 new agents.

Sheriff Christian wanted to congratulate Sheriff West on being elected to the Board of Directors for the National Sheriff's Association.

No action required

23. Public Comments

There was no discussion.

No action required

24. New Business

Information: Discussion of items not known about prior to posting of agenda.

25 OS 311 A 9 ... "New Business," as used herein, shall mean any matter not known about or which could not have been reasonably foreseen prior to the time of posting.

There was no discussion.

No Action Taken

25. Adjournment

Action Taken: Dr. Lang made a motion to adjourn. Commissioner Wesley seconded the motion. Chief Robinson voted yes. Director Adams voted yes. Chief Berryhill voted yes. Sheriff Christian voted yes. Russ Higbie voted yes. Dr. Lang voted yes. Director Scully voted yes. Commissioner Wesley voted yes. Sheriff West voted yes. Motion carried 9-0.

Chairman Robinson adjourned the meeting at 11:20 a.m.