

**COUNCIL ON LAW ENFORCEMENT EDUCATION AND TRAINING
REGULAR MEETING
K. O. Rayburn Training Center, 2401 Egypt Road, Ada, OK 74820
August 8, 2011
MINUTES**

COUNCIL MEMBERS PRESENT:

Director Norman McNickle, Dept. of Public Safety,
City of Stillwater
Major Todd Blish, Oklahoma Highway Patrol
Chief Bill Citty, Oklahoma City Police Dept.
Director Stan Florence, O.S.B.I.
Chief Jason O'Neal, Chickasaw Lighthouse Police
Chief Bob Ricks, Edmond Police Dept.
Chief Michael Robinson, O.S.U. DPS
Dr. Steve Turner, East Central University
Director Darrell Weaver, Oklahoma Bureau of
Narcotics (10:13 a.m.)
Sheriff Bob Wilder, Marshall County

MEMBERS ABSENT:

Sheriff John Whetsel, Oklahoma County
Corporal Jason Smith, F.O.P.

GUESTS:

Mr. Steve Williams, Louisiana State University
Mr. James Carroll, PSAC
Chief Don Murray, Eufaula P.D.
Ms. Stacey Puckett, OACP
Chief Clyde Burger, Sparks P.D.
Chief Don Conner, Meeker P.D.
Sheriff Shannon Smith, Seminole County S.O.
Officer Steve Leader, Shawnee P.D.
Agent Adam Whitney, O.S.B.I.

STAFF PRESENT:

Steve Emmons, Interim Director
Kimberly Richey, Associate Director
Steven Floyd, Comptroller
James Wilson, Senior Training Attorney
Chris Sutterfield, Program Manager - CE
Shannon Butler, Academy Coordinator
Walt Birdsong, Legal Investigator II
James Burton, Private Security Investigator
Ron Mitchell, Cont. Education Field Agent
Tracy Shivers, Asst. Academy Coordinator
Jeff Coble, Instructor
Kelvin Hall, Instructor
Jeanelle VanBuskirk, Instructor
Briana Tully, Special Project Coordinator
Erica Vasquez, Recording Secretary

GUESTS: cont'd.

Ms. Kim Willow, Dewar P.D.
Mr. Mike Deckard, Dewar P.D.
Chief April Holmes, Dewar P.D.
Deputy Chris Hand, Kay County S.O.
Officer John Weber, Sallisaw P.D.
Chief Wesley Fish, Beggs P.D.
Sheriff Mike Booth, Pottawatomie County S.O.
Deputy J.T. Palmer, Pottawatomie County S.O.

1. Call Meeting to Order

Chairman Norman McNickle called the meeting to order at 10:03 a.m. Roll was taken; nine members were present representing a quorum.

2. Approval of Minutes

Action Taken: Chief Michael Robinson made a motion to approve the minutes of both the April 27, 2011 and the June 30, 2011 meetings as written. The motion was seconded by Dr. Steve Turner. A roll call vote was taken with the following results: Chairman Norman McNickle voted yes; Major Todd Blish voted yes; Chief Bill Citty voted yes; Director Stan Florence voted yes; Chief Jason O'Neal voted yes; Chief Bob Ricks voted yes; Chief Michael Robinson voted yes; Dr. Steve Turner voted yes; and Sheriff Bob Wilder voted yes. The motion carried 9-0.

3. Request for Assistance from Chief April Holmes, Dewar Police Department

Chairman McNickle invited Chief April Holmes to address the Council. Chief Holmes confirmed with members that they had received her information and then requested the Council's approval to be reinstated to the Basic Academy. A discussion followed in which the details of the case were reviewed. Interim Director Steve Emmons presented information CLEET staff had obtained, which included documents submitted by Chief Holmes to CLEET which appeared to be altered. Mr. Walt Birdsong, Legal Investigator, reported the findings of his investigation and answered questions from Council members. Chief Holmes offered explanations regarding the discrepancies and answered questions from Council members. Ms. Kimberly Richey, Associate Director/General Counsel, also addressed members, providing additional information regarding the basis of CLEET's action.

Director Darrell Weaver joined the meeting at 10:13 a.m.

After thorough discussion and review of the information, Council members agreed that Chief Holmes be allowed to continue to serve as Chief of Police at Dewar until such time as the investigation can be completed and it is determined if Chief Holmes knowingly submitted a false document to CLEET. Chairman McNickle confirmed with Mr. Birdsong that the investigation should be completed within a couple of weeks.

Action Taken: Sheriff Bob Wilder made a motion to table this issue until such time as CLEET administration has finalized their investigation. Chairman McNickle added that it is within CLEET's administrative purview to make a decision in this case based on what is discovered. The motion was seconded by Chief Bob Ricks. A roll call vote was taken with the following results: Chairman Norman McNickle voted yes; Major Todd Blish voted yes; Chief Bill Citty voted yes; Director Stan Florence voted yes; Chief Jason O'Neal voted yes; Chief Bob Ricks voted yes; Chief Michael Robinson voted yes; Dr. Steve Turner voted yes; Director Darrell Weaver voted yes; and Sheriff Bob Wilder voted yes. The motion carried 10-0.

4. Advisory Council Report and Composition

A draft copy of the minutes from the July 7, 2011 Advisory Council meeting was distributed to members (Attachment A).

Action Taken: Sheriff Bob Wilder made a motion to approve the recommendation of the Advisory Council and appoint Deputy Chief Brandon Berryhill to serve as the Region One representative on the Advisory Council. The motion was seconded by Director Stan Florence. A roll call vote was taken with the following results: Chairman Norman McNickle voted yes; Major Todd Blish voted yes; Chief Bill Citty voted yes; Director Stan Florence voted yes; Chief Jason O'Neal voted yes; Chief Bob Ricks voted yes; Chief Michael Robinson voted yes; Dr. Steve Turner voted yes; Director Darrell Weaver voted yes; and Sheriff Bob Wilder voted yes. The motion carried 10-0.

5. **Private Security Advisory Committee (PSAC) Report and Composition**

A draft copy of the minutes from the June 9, 2011, PSAC meeting were distributed (Attachment B). Members reviewed the minutes and there were no questions or comments.

Action Taken: Sheriff Bob Wilder made a motion to accept the PSAC report and reappoint Mr. Bill Price to the PSAC. The motion was seconded by Major Todd Blish. A roll call vote was taken with the following results: Chairman Norman McNickle voted yes; Major Todd Blish voted yes; Chief Bill Citty voted yes; Director Stan Florence voted yes; Chief Jason O'Neal voted yes; Chief Bob Ricks voted yes; Chief Michael Robinson voted yes; Dr. Steve Turner voted yes; Director Darrell Weaver voted yes; and Sheriff Bob Wilder voted yes. The motion carried 10-0.

6. **Curriculum Review Board Composition**

Members reviewed the list of applicants included in the agenda packet and discussed the statutory requirements of each vacancy. Interim Director Emmons confirmed staff support of the recommendations.

Action Taken: Major Todd Blish made a motion to appoint Captain Marshall L. McDonald, Oklahoma County Sheriff's Office, and Chief Don Sweger, Bristow Police Department, to serve on the Curriculum Review Board. The motion was seconded by Director Darrell Weaver. A roll call vote was taken with the following results: Chairman Norman McNickle voted yes; Major Todd Blish voted yes; Chief Bill Citty voted yes; Director Stan Florence voted yes; Chief Jason O'Neal voted yes; Chief Bob Ricks voted yes; Chief Michael Robinson voted yes; Dr. Steve Turner voted yes; Director Darrell Weaver voted yes; and Sheriff Bob Wilder voted yes. The motion carried 10-0.

7. **Curriculum Review Board Report and Actions**

Members discussed the impact of raising passing grades on all CLEET Basic Academy block exams from 70% to 75% (with the exception of SFST and First Aid which are 80%). Ms. Tracy Shivers, Academic Assistant Academy Coordinator, provided members with information resulting from her research on this issue and answered any questions. She stated this increase would impact less than 10% of the students.

Action Taken: Dr. Steve Turner made a motion to approve the Curriculum Review Board's request to raise the passing grades on all CLEET Basic Academy block exams to 75% (with the exception of SFST and First Aid). The motion was seconded by Director Darrell Weaver. A roll call vote was taken with the following results: Chairman Norman McNickle voted yes; Major Todd Blish voted yes; Chief Bill City voted yes; Director Stan Florence voted yes; Chief Jason O'Neal voted yes; Chief Bob Ricks voted yes; Chief Michael Robinson voted yes; Dr. Steve Turner voted yes; Director Darrell Weaver voted yes; and Sheriff Bob Wilder voted yes. The motion carried 10-0.

Members discussed the various impacts of removing RADAR training from the Basic Academy Curriculum. Chief Don Murray, Eufaula P.D., addressed members regarding his concerns about removing this training. Chief Murray suggested suspending the field practicum portion of the training while retaining the classroom portion for the purpose of basic device operation.

Action Taken: Dr. Steve Turner made a motion to reject the request to remove RADAR training from the Basic Academy Curriculum and ask the Curriculum Review Board to revisit this issue, recognizing that there is a need for some type of RADAR training. The motion was seconded by Chief Michael Robinson. A roll call vote was taken with the following results: Chairman Norman McNickle voted yes; Major Todd Blish voted yes; Chief Bill City voted yes; Director Stan Florence voted yes; Chief Jason O'Neal voted yes; Chief Bob Ricks voted yes; Chief Michael Robinson voted yes; Dr. Steve Turner voted yes; Director Darrell Weaver voted yes; and Sheriff Bob Wilder voted yes. The motion carried 10-0.

8. Law Enforcement Terrorism Certification Program

Ms. Briana Tully, Special Project Coordinator, updated members regarding the Law Enforcement Terrorism Certification Program and the Distance Education Program. She stated there are currently 150 people enrolled in the Law Enforcement Preparedness Training Initiative scheduled for September 13 – 15, 2011; the goal is to fill 200 spots. Ms. Tully also provided a brief review of recent distance education classes stating attendance continues to grow.

9. Basic Academy Defensive Tactics Curriculum

Members discussed issues with the Basic Academy Defensive Tactics Curriculum, including recent complaints regarding specific tactics being taught and the behavior of adjunct instructors towards students. Interim Director Emmons confirmed the need to review the Basic Academy Defensive Tactics Curriculum as well as the Defensive Tactics Instructor curriculum.

Various guests then addressed the Council expressing their concerns and/or support of the current Basic Academy Defensive Tactics Curriculum. Members discussed the issues raised and CLEET staff addressed any questions. Interim Director Emmons stated that in order to address specific incidences, one suggestion has been to place cameras in the defensive tactics room. Chief Michael Robinson indicated his support of recorded evidence during class. Interim Director Emmons stated that in order to determine from where the injury problems are emanating, staff will be conducting an analysis of injuries and the time and type of activities involved. He advocated the need of a conditioning program in the Basic Academy.

Ms. Stacey Puckett, Oklahoma Association of Chiefs of Police (OACP), spoke to members and distributed a survey which the OACP conducted regarding the CLEET Basic Academy Defensive Tactics program (Attachment C). She indicated that overall the survey was very flattering to CLEET. She agreed that the best way to resolve the defensive tactics issues would be to place cameras in the training room.

Chairman McNickle adjourned the meeting for a brief recess at 11:58 a.m.

Chairman McNickle reconvened the meeting at 12:12 p.m.

Additional guests addressed the Council also expressing their concerns and/or support of the current Basic Academy Defensive Tactics Curriculum. Interim Director Emmons stated CLEET's position is to continue to have an open ear and address any issues which arise. Chairman McNickle added that CLEET's goal is to get everyone through defensive tactics and provide the best possible training. After further discussion, members agreed to direct CLEET to install cameras in the defensive tactics room in order to protect both instructors and students.

10. CLEET Financial Report

Mr. Steven Floyd, Comptroller, addressed members and distributed a budget comparison of fiscal years 2011 and 2012 (Attachment D). He presented an overview of the information found in the packet and provided additional details regarding the budget variations. Mr. Floyd also spoke to members regarding the two grants we are currently utilizing and the limitations of each. He also answered questions regarding the Penalty Assessment Fees and their cyclical nature.

Dr. Steve Turner expressed concern over the continued reduction in funds and the increased demand on staff. Mr. Floyd stated this is also a concern for him as well; there are no further areas to be cut without cutting bone.

11. Divisional Reports

Members reviewed the information included in the packet; there were no questions or comments.

12. Director's Report

Interim Director Emmons addressed members regarding current staffing issues. He indicated we are identifying specific areas of need within the agency and exploring the possibility of utilizing temporary positions to assist in those areas. He also advised members that we are in the process of building shelters and installing misters at the firing range in order to address the recent issues involving heat-related illnesses.

Interim Director Emmons stated the Department of Corrections (DOC) recently held their July Board Meeting at CLEET. Their visit included discussions regarding the possibility of DOC bringing their training to Ada. Interim Director Emmons shared details of what this would entail and answered questions. He advised that building this relationship with DOC would provide CLEET with more stability and a stronger foundation within the state.

Interim Director Emmons announced that CLEET will begin conducting regional meetings; the first of which will be held on Wednesday at 10:00 a.m. in Oklahoma City. He stated these meetings are important in order to disperse information throughout the state. Interim Director Emmons then provided members with an update on the Evidence Based Domestic Violence legislation, Senate Bill 567, stating the committee is currently being assembled with the Attorney General's office.

The second ALERRT train-the-trainer course was completed last week and we are now ready to begin more end-user classes. Interim Director Emmons indicated we are still in discussions regarding which curriculum will be used and how this would affect academy cities. As a result, ALERRT will remain as a continuing education course for now and will not be added to the Basic Academy Curriculum. He also informed members of recent challenges regarding the introduction of Deaf and Hard of Hearing courses to the Basic Academy.

13. Proposed Executive Session to include matters pursuant to 25 O.S. Supp. 1995, Section 307(B)(1) and 25 O.S. Supp. 1995, Section 307(B)(4).

Action Taken: Major Todd Blish made a motion the Council go into executive session. The motion was seconded by Chief Bob Ricks. A roll call vote was taken with the following results: Chairman Norman McNickle voted yes; Major Todd Blish voted yes; Chief Bill City voted yes; Director Stan Florence voted yes; Chief Jason O'Neal voted yes; Chief Bob Ricks voted yes; Chief Michael Robinson voted yes; Dr. Steve Turner voted yes; Director Darrell Weaver voted yes; and Sheriff Bob Wilder voted yes. The motion carried 10-0.

The Council went into executive session at 1:14 p.m.

14. Return to Open Session

The Council returned to open session at 2:26 p.m.

Action Taken: Dr. Steve Turner made a motion to return from executive session. The motion was seconded by Director Darrell Weaver. A roll call vote was taken with the following results: Chairman Norman McNickle voted yes; Major Todd Blish voted yes; Chief Bill City voted yes; Director Stan Florence voted yes; Chief Jason O'Neal voted yes; Chief Bob Ricks voted yes; Dr. Steve Turner voted yes; Director Darrell Weaver voted yes; and Sheriff Bob Wilder voted yes. The motion carried 9-0.

Chairman McNickle addressed Ms. Stacey Puckett, OACP, and requested that the OACP and the Oklahoma Sheriff's Association send out an announcement stating the Council will be accepting electronic resumes for the position of Executive Director of CLEET until September 16, 2011, at 5:00 p.m. Qualifications are as listed in Title 70 and electronic resumes should be sent to Chairman McNickle with a hard copy, postmarked that day, to follow. Chairman McNickle indicated he would forward those resumes on to the other members of the Council.

Chief Michael Robinson rejoined the meeting at 2:28 p.m.

Action Taken: Major Todd Blish made a motion to schedule a special meeting for September 26, 2011, at 2:00 p.m at the Department of Public Safety in order to review the applications and either continue the process or make a decision at that time. The motion was seconded by Chief Michael Robinson. A roll call vote was taken with the following results: Chairman Norman McNickle voted yes; Major Todd Blish voted yes; Chief Bill Citty voted yes; Director Stan Florence voted yes; Chief Jason O'Neal voted yes; Chief Bob Ricks voted yes; Chief Michael Robinson voted yes; Dr. Steve Turner voted yes; Director Darrell Weaver voted yes; and Sheriff Bob Wilder voted yes. The motion carried 10-0.

15. New Business

Dr. Steve Turner addressed members regarding CLEET's efforts with the Department of Corrections. In order to continue these discussions, he requested the formation of a sub-committee to consist of himself, Director Stan Florence, Chief Jason O'Neal and Mr. Steven Floyd, as a non-voting member. Chairman McNickle indicated that if the individuals were willing to accept those responsibilities then the Council would support this request.

Mr. James Carroll, PSAC, addressed members regarding the issue of licensing bounty hunters. He shared information and provided a history of challenges related to this issue. Mr. Carroll urged the Council to support this endeavor. He stated the only immediate requirement would be a shell bill with general language; no further legislative action would be needed until January.

16. Adjournment

Action Taken: A motion was made by Chief Bob Ricks to adjourn the meeting. The motion was seconded by Chief Michael Robinson. A roll call vote was taken with the following results: Chairman Norman McNickle voted yes; Major Todd Blish voted yes; Chief Bill Citty voted yes; Director Stan Florence voted yes; Chief Jason O'Neal voted yes; Chief Bob Ricks voted yes; Chief Michael Robinson voted yes; Dr. Steve Turner voted yes; Director Darrell Weaver voted yes; and Sheriff Bob Wilder voted yes. The motion carried 10-0.

Chairman Norman McNickle adjourned the meeting at 2:47 p.m.