

**COUNCIL ON LAW ENFORCEMENT EDUCATION AND TRAINING  
REGULAR MEETING  
KO Rayburn Training Center, 2401 Egypt Road, Ada, OK 74820  
July 17, 2013  
MINUTES**

**MEMBERS PRESENT:**

Director Norman McNickle, DPS City of Stillwater  
Sheriff John Whetsel, Oklahoma County  
Dr. James Burke, East Central University  
Chief Bill City, Oklahoma City Police Dept.  
Chief Byron Cox, Weatherford Police Dept.  
Director Stan Florence, O.S.B.I.  
Chief Bob Ricks, Edmond Police Dept.  
Chief Michael Robinson, O.S.U. DPS  
Asst. Chief Jason Smith, Mounds Police Dept.  
Chief Randy Wesley, Chickasaw Nation Lighthouse  
Police Dept.

**STAFF PRESENT:**

Steve Emmons, Executive Director  
Charles Gerhart, Assistant Director  
Tami Burnett, Curriculum Specialist  
John Parker, Comptroller  
James Wilson, General Counsel  
Laurie Schweinle, Recording Secretary

**MEMBERS ABSENT:**

Major Todd Blish, Oklahoma Highway Patrol  
Sheriff Ken Grace, Carter County  
Director Darrell Weaver, Oklahoma Bureau of  
Narcotics

**GUESTS:**

Ernie Gomez, Moore-Norman Tech  
James Guerrero, Metro Tech

**1. Call Meeting to Order**

Chairman McNickle called the meeting to order at 10:02 a.m. Roll was called, and ten members were present, representing a quorum.

**2. Approval of Minutes**

There was no discussion.

**Action Taken:** Chief Michael Robinson made a motion to approve the minutes of the April 17, 2013, regular meeting as written. Chief Byron Cox seconded the motion. Chairman McNickle voted yes. Sheriff Whetsel voted yes. Dr. Burke voted yes. Chief City voted yes. Chief Cox voted yes. Director Florence voted yes. Chief Ricks voted yes. Chief Robinson voted yes. Asst. Chief Smith voted yes. Chief Wesley voted yes. The motion carried 10-0.

### 3. Council Composition

Chairman McNickle welcomed Chief Wesley and Dr. Burke to the Council as new members. Director Jason O'Neal was not present to be recognized.

### 4. Advisory Council Report

There was no discussion.

**Action Taken:** Chief Byron Cox made a motion to accept the Advisory Council report. Asst. Chief Smith seconded the motion. Chairman McNickle voted yes. Sheriff Whetsel voted yes. Dr. Burke voted yes. Chief Citty voted yes. Chief Cox voted yes. Director Florence voted yes. Chief Ricks voted yes. Chief Robinson voted yes. Asst. Chief Smith voted yes. Chief Wesley voted yes. The motion carried 10-0.

### 5. Advisory Council Composition

There was no discussion.

**Action Taken:** Chief Michael Robinson made a motion to reappoint Chief Harvey Rutherford, Woodward PD, to the Advisory Council. Asst. Chief Smith seconded the motion. Chairman McNickle voted yes. Sheriff Whetsel voted yes. Dr. Burke voted yes. Chief Citty voted yes. Chief Cox voted yes. Director Florence voted yes. Chief Ricks voted yes. Chief Robinson voted yes. Asst. Chief Smith voted yes. Chief Wesley voted yes. The motion carried 10-0.

**Action Taken:** Chief Byron Cox made a motion to appoint Deputy Chief David Houser, Durant PD, to the Region 4 seat on the Advisory Council. Director Stan Florence seconded the motion. Chairman McNickle voted yes. Sheriff Whetsel voted yes. Dr. Burke voted yes. Chief Citty voted yes. Chief Cox voted yes. Director Florence voted yes. Chief Ricks voted yes. Chief Robinson voted yes. Asst. Chief Smith voted yes. Chief Wesley voted yes. The motion carried 10-0.

### 6. Private Security Advisory Committee (PSAC) Report

Sheriff Whetsel asked Director Emmons if funding had been received for the recently passed bounty hunter bill. Director Emmons said that there is not currently funding for it but that CLEET has been advised to wait until the next legislative session to request funds as it does not go into effect until July 2014. He also reported that CLEET expects cooperation from the legislature on this matter as the bill was passed after the budget was approved which led to it being unfunded. He said CLEET staff will slowly begin working on the necessary curriculum and administrative rules.

**Action Taken:** Sheriff John Whetsel made a motion to accept the PSAC Report. Director Stan Florence seconded the motion. Chairman McNickle voted yes. Sheriff Whetsel voted yes. Dr. Burke voted yes. Chief Citty voted yes. Chief Cox voted yes. Director Florence voted yes. Chief Ricks voted yes. Chief Robinson voted yes. Asst. Chief Smith voted yes. Chief Wesley voted yes. The motion carried 10-0.

### 7. Private Security Advisory Committee (PSAC) Composition

Director Emmons advised members that Mr. Rick Van Auten had been recommended by the Oklahoma Private Investigator's Association to fill their seat on the PSAC.

**Action Taken:** Director Florence made a motion to appoint Mr. Rick Van Auten to PSAC. Chief Michael Robinson seconded the motion. Chairman McNickle voted yes. Sheriff Whetsel voted yes. Dr. Burke voted yes. Chief Citty voted yes. Chief Cox voted yes. Director Florence voted yes. Chief Ricks voted yes. Chief Robinson voted yes. Asst. Chief Smith voted yes. Chief Wesley voted yes. The motion carried 10-0.

## **8. Curriculum Review Board Report**

There was no discussion.

**Action Taken:** Sheriff Whetsel made a motion to accept the Curriculum Review Board Report. Asst. Chief Smith seconded the motion. Chairman McNickle voted yes. Sheriff Whetsel voted yes. Dr. Burke voted yes. Chief Citty voted yes. Chief Cox voted yes. Director Florence voted yes. Chief Ricks voted yes. Chief Robinson voted yes. Asst. Chief Smith voted yes. Chief Wesley voted yes. The motion carried 10-0.

## **9. Curriculum Review Board Composition**

There was no discussion.

**Action Taken:** Chief Michael Robinson made a motion to reappoint Chief Don Sweger, Bristow PD, to the Curriculum Review Board. Chief Byron Cox seconded the motion. Chairman McNickle voted yes. Sheriff Whetsel voted yes. Dr. Burke voted yes. Chief Citty voted yes. Chief Cox voted yes. Director Florence voted yes. Chief Ricks voted yes. Chief Robinson voted yes. Asst. Chief Smith voted yes. Chief Wesley voted yes. The motion carried 10-0.

## **10. New and Revised Curriculum**

Tami Burnett, Curriculum Specialist, advised members that the Cultural Awareness curriculum was sent back by the Curriculum Review Board for more revisions.

She then advised members that Forensic Digital Photography was revised so that the students get the same information as the teacher and one new performance objective was added to address the use of cell phones.

Tami Burnett advised members that the Human Relations curriculum was new and was developed with Doug Gentz of Tulsa. She advised that it now focused on how the body works during critical incidents and what officers can do to manage this. Director Emmons added that it deals with stress management, police culture, and interpersonal communications. Tami Burnett advised that it is 2 hours long and that a practical exercise may be added to help with interpersonal skills.

Tami Burnett then reported that the Alzheimer and Dementia curriculum was new and added because of Senate Bill 315 which mandates the 2 hours of instruction on this topic. She worked with the Alzheimer Association to develop this.

Tami Burnett then advised members that the Missing Persons curriculum was revised to change a performance objective that was already been taught in a different block of instruction.

Director Florence asked what the issues were with Cultural Awareness. Tami Burnett responded that the previous curriculum focused on the history of Oklahoma while the new curriculum deals with diversity.

Chairman McNickle then asked if the Council could request that the legislature stop mandating training as it is difficult to add it to the Basic Academy due to funding. Members then had a general discussion on the best way to accomplish this. The general consensus was that CLEET staff would work on legislation that would direct CLEET as the training body to decide on curriculum. Chairman McNickle offered the support of the OACP. Director Florence suggested also getting the Oklahoma Sheriff's Association involved as well as other organizations.

**Action Taken:** Sheriff John Whetsel made a motion to approve all new and revised curriculums as presented. Chief Bob Ricks seconded the motion. Chairman McNickle voted yes. Sheriff Whetsel voted yes. Dr. Burke voted yes. Chief Citty voted yes. Chief Cox voted yes. Director Florence voted yes. Chief Ricks voted yes. Chief Robinson voted yes. Asst. Chief Smith voted yes. Chief Wesley voted yes. The motion carried 10-0.

## **11. CLEET Financial Report**

Director Emmons addressed the Council regarding CLEET financials. He handed out a spreadsheet regarding the collection of penalty fees (Attachment A). He also reported that carryover funds are approximately \$180,000.

John Parker, Comptroller, advised members that penalty fee collections are down for the last 3 years (see Attachment A). Sheriff Whetsel asked if this was due to a lower number of cases or lack of reporting. John Parker responded that it was difficult to say but the courts not reporting are small and fees are nominal, so it is likely a decrease in the number of cases. Members then had a general discussion about the cause of this including that cases are less likely to be filed as it is a burdensome process and many fees are being waived.

## **12. Academy Cities Discussion**

Chief Robinson informed members that he was in support of the university police departments attending an Academy City if that academy approves their attendance and if that university is within the municipality. He added that he was concerned with CLEET losing the ability to monitor training. Chairman McNickle asked if this would give sheriffs offices the argument that their officers also attend an Academy City. Chief Ricks said that only universities within the boundaries of the municipality would be given this option. Chief Cox asked what impact this would have on CLEET. Director Emmons replied that if limited to university officers it would be minimal as CLEET only sees about 10 of those per year but that his concern was other agencies wanting to do this as well. Director Emmons asked James Wilson, General Counsel, if the rules and statutes allowed for this. James Wilson replied that he would have to look at the statute. Director Emmons said the rules do not prohibit this.

At 10:58 a.m. James Wilson left the meeting and Director Florence made a motion to table the

discussion until James Wilson returned, seconded by Chief City, but the motion was not voted on.

Members then had a discussion on whether there should be an application process that CLEET or the Council approve for these university officers to attend an Academy City. Director Emmons asked that the language stay specific to universities and also said that he did not think an application was necessary. Members also discussed the potential for this rule change to allow other agencies to stop attending CLEET. Sheriff Whetsel expressed concern that CLEET could become irrelevant.

James Wilson entered the meeting at 11:06 a.m.

Director Emmons said that he felt the regionalization of academies is a separate issue from this and comes up every year regardless. He also advised CLEET could try reaching out to these agencies by providing some training in a more convenient location for them.

Director Florence and Chief City withdrew their motions to table the discussion.

James Wilson passed out the statute to members (Attachment E) and advised that it is silent on the issue of who the academy cities can train. It only says they can train. Members agreed the language of the statute was ambiguous.

Members discussed that this should be voluntary and only if both parties agree and also that departments should still have the option to send their officers to CLEET. Members then discussed if legislation was necessary or just a rule change. They came to the consensus that a rule change would be the simplest route.

**Action Taken:** Chief Michael Robinson made a motion to direct CLEET staff to make a rule change that would allow university police department officers to attend an Academy City if that university is located within the boundaries of the municipality the Academy City is located in and if both parties agree to allow the university officers to attend. Chief Byron Cox seconded the motion. Chairman McNickle voted yes. Sheriff Whetsel voted no. Dr. Burke voted yes. Chief City voted yes. Chief Cox voted yes. Director Florence voted yes. Chief Ricks voted yes. Chief Robinson voted yes. Asst. Chief Smith voted yes. Chief Wesley voted yes. The motion carried 9-1.

Chairman McNickle adjourned the meeting for a break at 11:38 a.m.

Chairman McNickle resumed the meeting at 11:52 a.m.

13. **Proposed Executive Session to include matters pursuant to 25 O.S. 1995, Section 307(B)(1): “Discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee”, the employment of CLEET Executive Director, Steve Emmons, an individual salaried employee.**

**Action Taken:** Sheriff John Whetsel made a motion to enter into Executive Session. Chief Byron Cox seconded the motion. Chairman McNickle voted yes. Sheriff Whetsel voted yes. Dr. Burke voted yes. Chief City voted yes. Chief Cox voted yes. Director Florence voted yes. Chief Ricks voted yes. Chief Robinson voted yes. Asst. Chief Smith voted yes. Chief Wesley

voted yes. The motion carried 10-0.

The meeting went into Executive Session at 11:52 a.m.

#### **14. Resume Meeting Following Executive Session**

**Action Taken:** Chief Michael Robinson made a motion to return to regular session. Chief Bill Citty seconded the motion. Chairman McNickle voted yes. Sheriff Whetsel voted yes. Dr. Burke voted yes. Chief Citty voted yes. Chief Cox voted yes. Director Florence voted yes. Chief Ricks voted yes. Chief Robinson voted yes. Asst. Chief Smith voted yes. Chief Wesley voted yes. The motion carried 10-0.

The meeting resumed regular session at 12:20 p.m.

**Action Taken:** Sheriff John Whetsel made a motion to set the salaries of the Executive Director, Assistant Director, and division directors in accordance with the minimum salaries in the 2010 Annual Compensation Report published by OMES that is effective currently, which would be a salary of \$92,903.76 for the Executive Director. Asst. Chief Jason Smith seconded the motion. Chairman McNickle voted yes. Sheriff Whetsel voted yes. Dr. Burke voted yes. Chief Citty voted yes. Chief Cox voted yes. Director Florence voted yes. Chief Ricks voted yes. Chief Robinson voted yes. Asst. Chief Smith voted yes. Chief Wesley voted yes. The motion carried 10-0.

#### **15. Divisional Reports**

There was no discussion.

#### **16. Actions Against Peace Officers**

There was no discussion.

#### **17. Legislative Update**

Director Emmons reported to Council members that CLEET's bills had passed the legislature putting into effect the bridge academy for reserves seeking full-time certification. He advised that CLEET is currently working through how to implement this and the first bridge academy will likely be held in the late spring of 2014. Director Emmons also reported that CLEET's administrative rule changes had been approved and went into effect July 13, 2013.

#### **18. Director's Report**

Director Emmons advised members that CLEET would be celebrating its 50<sup>th</sup> anniversary on October 4, 2013, with an open house from 9:00 a.m. until 4:00 p.m. that will include a ceremony at 1:00 p.m. (Attachment B). He then advised members that CLEET was planning a week long training conference at Moore-Norman Technology Center the week of September 9, 2013, and presented members with a class schedule (Attachment C) and enrollment numbers (Attachment D). He reported that enrollment was very good so far.

Director Emmons then advised members that CLEET would begin holding regional meetings across the state on August 6, 2013. He also reported that Tami Burnett, Curriculum Specialist, would be classified as a field representative and work out of a satellite office being provided by

Rogers State University in Claremore. He then advised that CLEET would also like a satellite office in the Oklahoma City area. Director Emmons added that CLEET would be managing a grant provided by the Traffic Safety Program, rebuilding its information management database, and that he would be attending the Governor's Executive Development Program in Stillwater.

**19. New Business**

There was no discussion.

**20. Adjournment**

**Action Taken:** Sheriff Whetsel made a motion to adjourn the meeting. Chief Robinson seconded the motion. Chairman McNickle voted yes. Sheriff Whetsel voted yes. Dr. Burke voted yes. Chief Citty voted yes. Chief Cox voted yes. Director Florence voted yes. Chief Ricks voted yes. Chief Robinson voted yes. Asst. Chief Smith voted yes. Chief Wesley voted yes. The motion carried 10-0.

The meeting adjourned at 12:33 a.m.

DRAFT