

**Drug Dog Advisory Council**  
**Council on Law Enforcement Education and Training**  
**2401 Egypt Rd.**  
**Ada, OK 74820**  
**June 10, 2021**  
**10:00 a.m.**  
**Minutes**

**MEMBERS PRESENT:**

Sr. Agent Anthony Moore, OBN – Vice-Chairman  
Lt. Lance Schroyer, OHP  
Cpt. Troy Newell, Bartlesville P.D.  
Officer Patrick Hawley, Alva P.D.  
Officer Daniel Evans, OKC P.D. (present at 10:13 a.m.)

**STAFF PRESENT:**

Brandon Clabes, Executive Director  
Janey Rowden, Records and Licensing Manager  
Will Crawford, Legal Intern

**MEMBERS ABSENT:**

Major Doyle Tosh, Comanche CO. S.O.- Chairman  
Officer Joshua Leshner, Noble P.D.

**GUEST:**

Jared Johnson, Ardmore P.D.

**1. Call Meeting to Order/Roll Call**

Vice-Chairman, Sr. Agent Anthony Moore called the meeting to order at 10:06 a.m. Roll was taken, and four members were present representing a quorum.

**2. Open Meeting Act Compliance**

This meeting is being held in compliance with the Oklahoma Open meetings Act. Notice was given to the Secretary of State on October 22, 2020, and the agenda was posted on June 9, 2021.

**3. Approval of Minutes**

There was no discussion.

**Action Taken:** Lt. Lance Schroyer made the motion to approve the minutes. Officer Patrick Hawley seconded the motion. Sr. Agent Anthony Moore voted yes. Lt. Lance Schroyer voted yes. Cpt. Troy Newell voted yes. Officer Patrick Hawley voted yes. Motion carried 4-0.

**4. Executive Director Update**

**Discussion:** Director Brandon Clabes introduced himself to the DDAC members, letting the members know he has 42 years of law enforcement background with the Midwest City P.D. Director Clabes explained that with his staff he is looking forward to continuing moving CLEET forward.

**No action required.**

**5. Drug Dog Advisory Council College/University position**

**Discussion:** Sr. Agent Anthony Moore discussed posting of the open position. Director Clabes gave phone numbers to contacts for the OU P.D. and OSU P.D. to assist the DDAC with finding an individual to fill the position. DDAC discuss the importance of keeping position posted on the CLEET website till August 23, 2021.

**Action Taken:** Officer Patrick Hawley made a motion to post the open position till August 23, 2021. Cpt. Troy Newell seconded the motion. Sr. Agent Anthony Moore voted yes. Lt. Lance Schroyer voted yes. Officer Daniel Evans votes yes. Cpt. Troy Newell voted yes. Officer Patrick Hawley voted yes. Motion carried 5-0.

**6. Welcome new evaluator**

**Discussion:** Sr. Agent Anthony Moore informed DDAC that Officer Steve Schoffstall and Agent Travis Saulsberry have completed the required course and welcomed them on as evaluators.

**No action required.**

**7. Applicant to become an evaluator**

- **Cpl. Jared Johnson-Ardmore P.D.**

**Discussion:** Members discussed the application from Cpl. Jared Johnson to become a CLEET certified evaluator.

**Action Taken:** Officer Patrick Hawley made the motion to approve Cpl. Jared Johnson the request for CLEET certified evaluator, allowing Cpl. Johnson to complete the required evaluator course with OBN. Cpt. Troy Newell seconded the motion. Sr. Agent Anthony Moore voted yes. Lt. Lance Schroyer voted yes. Officer Daniel Evans votes yes. Cpt. Troy Newell voted yes. Officer Patrick Hawley voted yes. Motion carried 5-0.

**8. Standards and Guidelines**

**Discussion:** Sr. Agent Anthony Moore the rough draft of his proposed revision to DDAC's Standards and Guidelines, which had been provided to the members for review prior to the meeting. DDAC reviewed and gave recommendations of changes for the Standards and Guidelines. Director Clabes reminded the members of the importance of letting CLEET Legal Department time to review the request changes before any formal action was taken.

**No action required.**

**9. CLEET Update**

**Discussion:** Janey Rowden, CLEET Records and Licensing Manager gave an update on changes within the LE Records Division and informed members of the updates regarding the new software Thentia, updates made to the application, and State Drug Dog Evaluators.

**No Action Required**

**10. Board Comments**

**Discussion:** Sr. Agent Anthony Moore asked if anyone had any board comments. Sr. Agent Anthony Moore thanked guest Cpl. Jared Johnson for being present.

**No Action Required**

**11. Public Comments**

**Discussion:** Cpl. Jared Johnson thanked the DDAC.

**No Action Required**

**12. New Business**

There was no discussion.

**No Action taken.**

**13. Adjournment**

**Action Taken:** Lt. Lance Schroyer made a motion to adjourn. Officer Patrick Hawley seconded the motion. Sr. Agent Anthony Moore voted yes. Lt. Lance Schroyer voted yes. Officer Daniel Evans voted yes. Cpt. Troy Newell voted yes. Officer Patrick Hawley voted yes. Motion carried 5-0.

Vice- Chairman, Sr. Agent Anthony Moore adjourned meeting at 10:55 a.m.