

**Drug Dog Advisory Council  
Video and/or Teleconference  
March 11, 2021  
10:00 a.m.  
Minutes**

**MEMBERS PRESENT:**

Major Doyle Tosh, Comanche Co. SO – Chairman  
Sr. Agent Anthony Moore, OBN – Vice-Chairman  
Lt. Lance Schroyer, OHP  
Officer Troy Newell, Bartlesville P.D.  
Officer Patrick Hawley, Alva P.D.  
Officer Joshua Leshar, Noble P.D.

**STAFF PRESENT:**

Janey Rowden, Records and Licensing Manager  
Breanna Atkeson, CLEET Data Entry Clerk

All members were present by videoconferencing for the entire meeting, except Lt Lance Schroyer. Lt. Schroyer was present by teleconference for the entire meeting.

**MEMBERS ABSENT:**

Officer Daniel Evans, OKC P.D.

**GUEST:**

Travis Saulsberry, D.A. District 27

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

Major Doyle Tosh called the meeting to order at 10:00 a.m. Roll was taken, and six 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. Update was given to Secretary of State on March 8, 2021, that meeting would be held Video and/or Teleconference. The agenda was posted on March 9, 2021. Chairman Doyle Tosh verified that the meeting was being held in compliance with the Oklahoma Open Meeting Act.

**3. Approval of Minutes**

There was no discussion.

**Action Taken:** Sr. Agent Anthony Moore made the motion to approve the minutes. Officer Patrick Hawley seconded the motion. Major Doyle Tosh voted yes. Sr. Agent Anthony Moore voted yes. Lt. Lance Schroyer voted yes. Officer Troy Newell voted yes. Officer Patrick Hawley voted yes. Officer Joshua Leshar voted yes. Motion carried 6-0.

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

**Discussion:** Major Doyle Tosh stated the position was available. Sr. Agent Anthony Moore mentioned that OSU may have a possible licensed handler. Sr. Agent Moore would make contact with OSU. Major Tosh recommended to table for next meeting.

**Action Taken:** Officer Patrick Hawley made a motion to table for next meeting. Sr. Agent Anthony Moore seconded the motion. Major Doyle Tosh voted yes. Sr. Agent Anthony Moore voted yes. Lt. Lance Schroyer voted yes. Officer Troy Newell voted yes. Officer Patrick Hawley voted yes. Officer Joshua Leshar voted yes. Motion carried 6-0.

## 5. Applicant to become an evaluator

- **Officer Steve Schoffstall- Mooreland PD**

**Discussion:** Members discussed the application from Officer Steve Schoffstall to become a CLEET certified evaluator.

**Action Taken:** Officer Patrick Hawley made the motion to approve Officer Steve Schoffstall to become a CLEET certified evaluator. Sr. Agent Anthony Moore seconded the motion. Major Doyle Tosh voted yes. Sr. Agent Anthony Moore voted yes. Lt. Lance Schroyer voted yes. Officer Troy Newell voted yes. Officer Patrick Hawley voted yes. Officer Joshua Leshar voted yes. Motion carried 6-0.

- **Agent Travis Saulsberry- D.A. District 27**

**Discussion:** Members discussed the application from Agent Travis Saulsberry to become a CLEET certified evaluator.

**Action Taken:** Sr. Agent Anthony Moore made the motion to approve Agent Travis Saulsberry to become a CLEET certified evaluator. Officer Patrick Hawley seconded the motion. Major Doyle Tosh voted yes. Sr. Agent Anthony Moore voted yes. Lt. Lance Schroyer voted yes. Officer Troy Newell voted yes. Officer Patrick Hawley voted yes. Officer Joshua Leshar voted yes. Motion carried 6-0.

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

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

**Action Taken:** Lt. Lance Schroyer made the motion to decline Cpl. Jared Johnson the request for CLEET certified evaluator. Sr. Agent Anthony Moore seconded the motion. Major Doyle Tosh voted yes. Sr. Agent Anthony Moore voted yes. Lt. Lance Schroyer voted yes. Officer Troy Newell voted yes. Officer Patrick Hawley voted yes. Officer Joshua Leshar voted yes. Motion carried 6-0.

## 6. Standards and Guidelines

**Discussion:** Major Doyle Tosh request for Sr. Agent Anthony Moore to discuss the rough draft of inserted language that was provided to the DDAC. All gave recommendations of changes for the Standards and Guidelines. Major Tosh recommended to allow CLEET to make changes and for CLEET to present a finale rough draft at next meeting.

**Action Taken:** Major Doyle Tosh made the motion to table to meeting to be able to review final rough draft. Sr. Agent Anthony Moore seconded the motion. Major Doyle Tosh voted yes. Sr. Agent Anthony Moore voted yes. Lt. Lance Schroyer voted yes. Officer Troy Newell voted yes. Officer Patrick Hawley voted yes. Officer Joshua Leshar voted yes. Motion carried 6-0.

**7. Application Process**

**Discussion:** Officer Patrick Hawley discuss to allow application and test results submitted online. Major Doyle Tosh asked Janey Rowden, CLEET Records and Licensing Manager what was possible. Janey Rowden, I nformed that she could update the application process to be presented at next meeting. She also mentioned the changing to the new program called Thentia.

**Action Taken:** Major Doyle Tosh made the motion to table to meeting to allow CLEET to provide an updated application. Officer Joshua Leshar seconded the motion. Major Doyle Tosh voted yes. Sr. Agent Anthony Moore voted yes. Lt. Lance Schroyer voted yes. Officer Troy Newell voted yes. Officer Patrick Hawley voted yes. Officer Joshua Leshar voted yes. Motion carried 6-0.

**8. CLEET Update**

**Discussion:** Janey Rowden, CLEET Records and Licensing Manager introduced herself. Gave update on changes within the LE Records Division and informed of the new software program CLEET is working with called Thentia.

**No Action Required**

**9. Board Comments**

**Discussion:** Major Doyle Tosh asked if anyone had any board comments. Sr. Agent Anthony Moore thanked guest Agent Travis Saulsberry for being present.

**No Action Required**

**10. Public Comments**

**Discussion:** Agent Travis Saulsberry thanked the DDAC.

**No Action Required**

**11. New Business**

There was no discussion.

**No Action Taken**

**12. Adjournment**

**Action Taken:** Major Doyle Tosh made a motion to adjourn. Sr. Agent Anthony Moore seconded the motion. Major Doyle Tosh voted yes. Sr. Agent Anthony Moore voted yes. Lt. Lance Schroyer voted yes. Officer Troy Newell voted yes. Officer Patrick Hawley voted yes. Officer Joshua Leshar voted yes. Motion carried 6-0.

Chairman Doyle Tosh adjourned meeting at 10:55 a.m.