

**Bomb Dog Advisory Council Meeting**  
**Oklahoma Bureau of Narcotics**  
**December 9, 2021**  
**1:00 p.m.**  
**Minutes**

**MEMBERS PRESENT:**

Lt. Mike Norman, OHP  
MSgt. Gregory Vollmer, OU PD

**STAFF PRESENT:**

Janey Rowden, Records and Licensing Manager

**MEMBERS ABSENT:**

MSgt. Anthony "Scott" Nelson, OKC PD

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

Mike Norman, acting chair, called the meeting to order at 12:58 a.m. Roll was taken, and two 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, the agenda was posted on December 8, 2021. Lt. Mike Norman verified that the meeting was being held in compliance with the Oklahoma Open Meetings Act.

**3. Approval of Minutes**

There was no discussion.

**Action Taken:** Lt. Mike Norman made a motion to accept the Minutes as written. MSgt. Gregory Vollmer seconded the motion. Lt. Mike Norman voted yes. MSgt. Gregory Vollmer voted yes. Motion Carried 2-0.

**4. Welcome new member**

**Discussion:** Lt. Mike Norman welcome MSgt. Gregory Vollmer and MSgt. Anthony "Scott" Nelson to the Bomb Dog Advisory Council

**No action required.**

**5. 2022 Proposed BDAC Meeting Dates**

**Discussion:** BDAC members talked over changing of time and location of the 2022 BDAC Meetings.

- March 10, 2022- CLEET
- June 9, 2022- CLEET
- September 8, 2022- CLEET
- December 8, 2022- CLEET

**Action:** MSgt. Gregory Vollmer made a motion to approve 2022 meeting dates, location, and to move

time of meeting from 1 p.m. to 10 a.m. Lt. Mike Norman seconded the motion. Lt. Mike Norman voted yes. MSgt. Gregory Vollmer voted yes. Motion Carried 2-0.

**6. Bomb Dog Advisory Council open positions for Sheriff's Office and Police Department.**

**Discussion:** BDAC discuss the importance of keeping position posted on the CLEET website.

**No action required.**

**7. Review of the North American Police Work Dog Association (NAPWDA) and its associated standards.**

**Discussion:** BDAC discussed to table the review of NAPWDA to the next meeting, allowing the new members to participate in the review.

**Action Taken:** Lt. Mike Norman made a motion to table till next meeting. MSgt. Gregory Vollmer seconded the motion. Lt. Mike Norman voted yes. MSgt. Gregory Vollmer voted yes. Motion Carried 2-0.

**8. Review of the International Police Work Dog Association (IPWDA) and its associated standards.**

**Discussion:** BDAC discussed to table the review of IPWDA to the next meeting, allowing the new members to review.

**Action Taken:** Lt. Mike Norman made a motion to table till next meeting. MSgt. Gregory Vollmer seconded the motion. Lt. Mike Norman voted yes. MSgt. Gregory Vollmer voted yes. Motion Carried 2-0.

**9. CLEET Update**

**Discussion:** Janey Rowden, CLEET Records and Licensing Manager gave an update on changes within the LE Records Division, informed of the updates regarding the new software Thentia, and reminded the DDAC member attendance (OAC 390:1-1-4(G)(vii)).

**No Action Required**

**10. Board Comments**

**Discussion:** Lt. Moore made a suggestion that the BDAC needs to add a rule in Standards and Guidelines regarding a requirement for each handler to have a 'hot dog' system in the patrol car. Staff advised that to take any action on such a matter, it would need to appear as an agenda item on a future agenda with proper notice.

**No action required.**

**11. Public Comments**

There was no discussion.

**No action required.**

**12. New Business**

There was no discussion.

**No action required.**

**13. Adjournment**

**Action Taken:** Lt. Mike Norman made the motion to adjourn. MSgt. Gregory Vollmer seconded the motion. Lt. Mike Norman voted yes. MSgt. Gregory Vollmer voted yes. Motion Carried 2-0.

Lt. Mike Norman adjourned meeting at 1:14 p.m.