



CLEET

Council on Law Enforcement Education and Training



BODY ARMOR

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CLEET would like to thank the Department of Public Safety and Major Blish with the Oklahoma Highway Patrol for their donation of 75 sets of body armor. All of these items will be distributed to many officers who are in need of body armor.

We would also like to thank the Oklahoma City Police Department. Last week they also made a large donation of body armor, this will allow us to help more officers than we originally anticipated.

We truly appreciate these donations. This would not be possible without your help!

If you would like to donate body armor please contact Rick Amos at rick.amos@cleet.state.ok.us

LETTER FROM DIRECTOR

On July 1st, the State of Oklahoma began its fiscal year with every agency experiencing budget challenges. CLEET is included as one of the agencies that is experiencing a reduced budget. We have taken action to address the shortfall. Several options were discussed among staff and the CLEET Council with a decision finally approved to cut the evening meal and to require individuals attending basic training to provide their own ammunition. Since that decision I have attempted to notify all agency administrators of the decision and continue to travel to regional meetings of the Sheriffs Association and Chiefs Association to discuss the situation. The CLEET Council and I recognize the burden that is placed on the agencies and want to assure everyone that if the fiscal situation at CLEET changes we will immediately take action to lift as much of the burden as possible.

Starting on Monday, July 20th, we will begin our annual regional meetings in Weatherford. This year we will be traveling to eight locations across the State to discuss training at CLEET and other training venues. Other locations we will be visiting are Ardmore, Oklahoma City, Stillwater, Tulsa, Muskogee, McAlester, and Lawton. We hope to see you at one of the locations and are anxious to hear your ideas for training needs.

It is that time of year again that all of the agencies need to submit an updated roster to CLEET so that we can compare our records with yours. These rosters are due in by October 1st. We want to make sure that every officer is receiving their training so that at the end of the year there will be few corrections that need to be made.

We are wrapping up our first off-site academy at Nicoma Park and preparing to begin one in Muskogee. The Nicoma Park class has been a success thanks to the volunteers and adjunct instructors that have assisted with the training. We expect the same to occur in the Muskogee class as we always receive great assistance from the agencies in eastern Oklahoma. These academies have helped with the backlog of new recruits needing training and we are back to a more normal application list for the basic academies in Ada.

Finally, the Bridge Academy process is proceeding as planned with some adjustments being made to help make the process smoother. In 2016 we will hold a minimum of two academies for bridge applicants. More and more agencies are utilizing the process of moving their reserves forward into full time positions. We hope this will expedite the process of keeping staffing levels at agencies at a manageable level.

Thank you for all of your support of CLEET. We welcome your comments and ideas and most importantly we hope you remain safe.

Steve Emmons



REGIONAL MEETINGS

CLEET

2015 Regional Meetings

Over the next few years law enforcement will see CLEET undertake many positive changes and initiatives. This could be your chance to be an integral part of our efforts. Please bring any questions/concerns you may have. Everyone is encouraged to attend.

Potential Topics Include: Legislative/CLEET rule changes, continuing education needs, basic academy / reserve curriculum, Oklahoma Law Enforcement Training Initiative, and CLEET budget cuts.

July 20 – Weatherford – 1:00 p.m.

Western Tech Center, Main Building-Classroom 2, 2605 E. Main, Weatherford, OK

July 23 – Ardmore – 1:00 p.m.

Southern OK Tech, Conference Room E, 2610 Sam Noble Parkway, Ardmore, OK

July 27 – McAlester – 1:00 p.m.

Kiamichi Tech Center, BIS Room (Main Building), 301 Kiamichi Drive, McAlester, OK

July 30 – Tulsa – 10:00 a.m.

Tulsa PD Training Center, 6066 E. 66 St. N., Tulsa, OK

July 30 – Muskogee – 2:00 p.m.

NSU-Muskogee, Mike Synar Center, 2400 W. Shawnee St., Muskogee, OK

August 3 – Lawton – 1:00 p.m.

Great Plains Tech, Building 900 (Lawton PD Training Center), 4500 W. Lee Blvd., Lawton, OK

August 5 – Oklahoma City – 1:00 p.m.

OSU-OKC Public Safety Training Center, Room 216A, 3501 W. Reno, Oklahoma City, OK

August 6 – Stillwater – 1:00 p.m.

Stillwater PD, Large Training Room, 701 S. Lewis St., Stillwater, OK

BUDGET

It seems like everybody's budget is bleeding money these days, and by now you have heard that ours is as well. The Council had to make a very important and difficult decision in response to those budget cuts, which has agencies feeling some of the crunch. With the elimination of the evening meal, and the requirement that agencies will now provide ammunition for their folks to train with during the academy, agencies are now forced to bear a portion of the fiscal burden.

In an effort to lighten some of these new burdens, CLEET is making some changes that will at least attempt to soften the impact. CLEET has located and purchased 68 dorm size refrigerators to put into the dorm rooms, and we are easing back on the restrictions that disallowed food in dorm rooms. While we will continue to prohibit cooking of any sort in the barracks we are trying to find and install outdoor grills for use by the students. One of the biggest changes though will be in a student's classroom uniform requirements.

When CLEET moved to Ada, a decision was made to require students to provide and wear a distinctive uniform at a cost to either the student or the agency. Director Emmons believes the cost of those uniforms on top of the new costs of sending an officer for training is too much. Therefore, we have changed the uniform requirements to the following:

3. Academy Uniforms

The prescribed Academy uniform:

Agency Uniform - short or long sleeve uniform shirt
agency prescribed uniform pants
agency prescribed foot wear

- 3.1 In the absence of a prescribed uniform, cadets will be required to wear slacks, and a collared dress shirt. If denim jeans are a part of the cadets official uniform they must be clean, pressed, and absent any holes or fraying. **ABSOLUTELY NO T-SHIRTS WILL BE ALLOWED FOR STUDENT CLASSROOM WEAR.**

(Gun or Duty belts will not generally be required for classroom participation.)

- 3.1.1 Cadets will only be allowed to wear denim jeans upon CLEET's receipt of written documentation signed by the agency head or the City Administrator indicating that jeans are the only uniform worn by the agency. A notary will witness the signature.

There is certainly not an easy fix or solution to the budget woes; yours or ours, but a lack of money does not diminish the requirements of the job at hand. It is our hope that these small changes will make an uncomfortable situation slightly more bearable.

ADJUNCT INSTRUCTORS

Appeal to All Oklahoma Law Enforcement Agencies:

In recent months, CLEET has experienced a sharp decline in the number of adjuncts that have been able to assist with Basic Academy Training. Part of this decline is due to the severe weather crisis that we have experienced. All areas of training are experiencing these shortages; however, our skills classes in particular have been deeply affected. In addition to the needs for adjunct instructors, we need assistance in conducting practical exercises during the last week of an academy. Since these practical exercises have been added to the curriculum we have received great reviews from the students, commenting that they are able to put into practice the skills that they have learned during the 15 weeks of training.

CLEET provides housing and meals for persons assisting with training during a basic academy class. In addition, certified peace officers receive 1 hour of continuing education credit for each hour that they assist for basic academy instruction, per subject.

Firearms Training – The recommended ratio of instructors to students is 1 to 5 during the daytime and 1 to 3 nighttime firearms training. We generally have 35 to 45 students on the range at any one time. Currently, CLEET employs 5 full-time firearms instructors (2 are in administrative positions) which, with one in the tower, allows us to train 15 people at a time (following the above ratios) safely. The remaining instructional staff is comprised of adjuncts or line safety officers. It should also be noted that we commonly split the class in half with those not on the handgun range receiving training with the shotgun or handgun handling skills. Although this configuration keeps students engaged, it removes at least one of our full-time instructors from the handgun range, thus further pushing our instructor to student ratios.

The need for adjunct instructors on the firing range is not a new problem for CLEET. We are constantly challenged with maintaining a safe instructor to student ratio and recent class size increases have exacerbated the problem. We appreciate the commitment agencies across the state have made toward the CLEET firearms program and with your continued support our program will remain strong.

Law Enforcement Driving Training – We generally have between 12 and 15 vehicles operating during LEDT training. Each vehicle has one instructor and three students participating to complete the training in the required time. CLEET employs 7 full time LEDT instructors (some of which are teaching other courses at the time of LEDT due to our operating two basic academies at the same time, 12 months out of the year). Generally, we will need 8 to 12 adjuncts in every class.

Practical Exercises – During the final week of the Basic Academy instruction, CLEET provides 20 hours of practical exercise, hands on training, to the students. We conduct 6 to 10 scenarios (taste on availability of personnel). Each scenario requires from 2 to 4 actors along with an instructor to critique the students. In order to accomplish the scenario training we require a minimum of 18 role players/instructors each day.

Practical Dates

- A 1502 - July 28 - 29 2015**
- A 1503 - October 06 - 07, 2015**
- A 1504 - January 05 - 06, 2016**
- A 1505 - March 15 - 16, 2016**

BASIC ACADEMY SCHEDULE

CLEET will be conducting Law Enforcement Driving Training for the basic academy over the next three weeks. We have an extreme shortage of adjunct instructors for both sessions. The week of July 21st – 24th we are short nine instructors. The week of August 4th – 7th we are six short.

Adjunct instructors may be provided one hour of continuing education credit for every one hour of instruction provided, i.e. 10 hours of CE for one 10-hour day of instruction, if they teach for the entire block of instruction including the classroom day, which is this Friday, July 17. If the instructor is not able to attend the entire block they will be awarded 8 hours of CE credit once per year (as we have done in the past). If there are driving instructors available during those two weeks I would be extremely appreciative if they would be allowed to help. CLEET provides housing and two meals per day to adjuncts who come to Ada to assist. Training runs from 0700 – 1730 hrs each day with one night drive each week.

2015 Basic Academy Firearms Schedule

A1503: Session 1: August 13, 14, 18, 19, 20, 21
Session 2: August 26, 27, 28, Sept. 01, 02, 03

2015 Basic Academy Defensive Tactics Schedule

A1503: Session 1: August 12, 13, 14, 18, 19, 20, 21
Session 2: August 25, 26, 27, 28, Sept. 01, 02, 03

2015 Basic Academy LEDT Schedule

A1503 Driving Session 1: July 21, 22, 23, 24
Driving Session 2: August 04, 05, 06, 07

2015 Basic Academy Firearms Schedule

A1504: Session 1: October 22, 23, 27, 28, 29, 30
Session 2: November 04, 05, 06, 10, 11, 12

2015 Basic Academy Defensive Tactics Schedule

A1504: Session 1: October 21, 22, 23, 27, 28, 29, 30
Session 2: November 03, 04, 05, 06, 10, 11, 12

2015 Basic Academy LEDT Schedule

A1504: Driving Session 1: September 29, 30, October 01, 02
Driving Session 2: October 13, 14, 15, 16

2015 Basic Academy Firearms Schedule

A1505: Session 1: January 21, 22, 26, 27, 28, 29 (2016)
Session 2: February 03, 04, 05, 09, 10, 11 (2016)

2015 Basic Academy Defensive Tactics Schedule

A1505: Session 1: January 20, 21, 22, 26, 27, 28, 29 (2016)
Session 2: February 02, 03, 04, 05, 09, 10, 11 (2016)

2015 Basic Academy LEDT Schedule

A1505: Session 1: December 15, 16, 17, 18
Session 2: January 12, 13, 14, 15 (2016)



We could use volunteer adjunct instructors for all of these upcoming academies. Please contact Keith Miller @ 405-239- 5174.

DID YOU KNOW?

- State law requires agencies to notify CLEET within thirty (30) days if an officer resigns while under investigation. 70 O.S. 3311 (K) (8).
- Failure to submit Notice of Employment form may disqualify an agency from participating in training programs. 3310 (I) (1).
- O.A.C.390:10-1-3 – All agencies are required to report employments and terminations within ten (10) days on the current Notice of Employment form. Cadets are now required to sign Promissory Notes when they enter the CLEET Academy. The Notification of Employment is an important document used to establish employment and days credited.
- Accreditation – Agencies that conduct in-service training are required to submit an Accreditation Form with Instructor's information to CLEET for CLEET training credit. As of January 1, 2012 Course Accreditation will be for a period of 3 years instead of 1 year. [Click here for accreditation information.](#)
- Training that does not require accreditation and is taught by someone other than CLEET, such as the Justice Department, FEMA, Federal Law Enforcement, BIA, Online and etc, requires a Report of Training Form to accompany the roster or certificate.
- The new SDA concealed carry permit curriculum is available to licensed SDA instructors. Please email breanna.atkeson@cleet.state.ok.us for your copy. You will need to provide your name and SDA instructor number. The staff at CLEET thanks all of the people who assisted with the revision, including, but not limited to: Thomas B.W. Nation, Miles Hall, Jack Ostendorf, Dean Vassilakos, B. Branch, and Mike Miller.
- Several universities are now giving credit or determining if they can give credit for time spent in the CLEET Basic Academy, and the Law Enforcement Terrorism Certification Program—Basic, Intermediate and Advanced Certification. If you are interested in gaining college credit for CLEET training hours, talk to your university and if they are giving this credit, you can request your training record from CLEET and submit it to your university.
- Any adjunct instructor seeking compensation, should work diligently with CLEET to get contracts turned in no less than 60 days prior to the course that they are seeking payment for.
- All emails sent and received by CLEET employees are considered property of CLEET and may be subject to disclosure to the public pursuant to the Oklahoma Public Records Act.

CONTINUING EDUCATION INFORMATION

CLEET has continuing education classes that are limited for one reason or another. After the class has reached its maximum number we are required to close them. There are officers who do not withdraw, thus, taking a spot that another officer could have had had we known there was space. This gives a false number of officers who are enrolled to the instructors (who donate their time to teach). This also can cost the Instructors time and possibly waste of handouts. We ask you to be mindful and courteous to your fellow officers and withdraw as soon as you find out you are unable to attend. Should this continue CLEET may enact sanctions against habitual offenders.

PEACE OFFICER RECORDS DIVISION

July 1, 2015

From the Peace Officer Records Division CONTINUING EDUCATION

It's July! Half of our training year is complete. Agency administrators, training coordinators, instructors, and officers need to start reviewing their training record to make sure that all training attended has posted to his/her training record. It is vital that instructors submit their training rosters to CLEET as soon as courses are completed. Training coordinators are encouraged to watch their full-time officers training history to make sure that they are on track to completing the required mandate training hours of 25 total hours, 2 hours of which must be mental health related. All officers, full-time and reserve, must have a firearms requalification (even if they just worked one day in the calendar year).

As standard practice, CLEET accepts current year continuing education for posting with the following exceptions.

If an officer is not compliant for previous year(s) service, CLEET will accept training from prior years to post as make-up training for that particular year.

CLEET has on occasion posted prior training if an officer shows "just cause" that he/she had a specialty skill (i.e., OC Spray, taser training, skills instructor training) and needs the training posted to his/her record.

CLEET has also recently started recording certain FEMA courses that are required to apply for federal funding through grant programs.

Law enforcement related military training would have to be submitted for administrative review and approval before it can be posted to CLEET record.

Continuing education training hours accumulated over the state mandated 25 hours (two of which are mental health) are not carried over to next training year. Training hours are applied to the year in which they are taken unless officer has deficiencies in previous years of service.

If an officer attends training and they do not sign a CLEET roster (i.e., out-of-state training, online training, etc.), they will need to complete a Report of Training transmittal form for each certificate and submit the form and certificate to CLEET as soon as possible. The Report of Training form can be found at HYPERLINK "http://www.ok.gov/cleet/documents/ReportOfTraining.pdf" <http://www.ok.gov/cleet/documents/ReportOfTraining.pdf> .

AGENCY EMPLOYEE STATUS/INFORMATION REPORT

Agency Administrators please be reminded of the following statutes:

*70 O.S., § 3311 (I) Requires that every law enforcement agency employing police or peace officers in this state **shall submit to CLEET on or before October 1** of each calendar year a complete list of **all commissioned employees** with a current mailing address and phone number for each such employee.*

CLEET will start accepting electronic submission via an Excel spreadsheet on July 1, 2015 for the report year 2015. The spreadsheet method will help law enforcement agencies report only data needed for each of your peace officers in a document that can be easily uploaded to our system. Electronic submission instructions are included on the website. Some departments should be able to extract this data from your own internal agency database and place the information into the CLEET spreadsheet.

Once CLEET has received your **Agency Employee Status/Information Report**, you will be notified by letter that we have received the report. The letter will also inform you if we find any discrepancies between the information you provided and CLEET's current records. For information and assistance with the electronic submission method of reporting, please contact Robbie Weathers at 405-239-5120 or Norma Floyd at 405-945-9153. This information should only be reported by each agency once per year before the October 1st deadline.

Every law enforcement agency should have a training coordinator identified and will need to fill out the appropriate online records agreement to submit to CLEET. If your agency does not have a training coordinator, CLEET will accept the report from the department/agency head or designee. CLEET will post an affidavit form with the instructions and spreadsheet so that administrators can advise CLEET that the individual reporting to CLEET is an authorized designee of the department. If the report comes from anyone other than the agency administrator or the training coordinator, this form will be required to make changes to your department officers' individual records. The training coordinator can be the agency administrator. For information about the online records agreement and initial set up of your agency for electronic submissions, please contact Julie Bender at 405-239-5122.

If commissioned employees notify your agency of address changes throughout the year, please make sure that they are aware that they must complete a Notice of Change of Address form and submit to CLEET per the Statute below:

*70 O.S., § 3311 (Q) Is new language that requires all peace officers, reserve peace officers and tribal peace officers to maintain with the Council current residential addresses and shall notify the Council, in writing, of any change of name. Notification of change of name shall require certified copies of any marriage license or other court document which reflects the change of name. **Notice of change of address or telephone number must be made within ten (10) days of the effective change.** Notices will not be accepted over the phone.*

The address correction form can be found at: "http://www.ok.gov/cleet/documents/PoliceOfficerAddressChange_V2.pdf" http://www.ok.gov/cleet/documents/PoliceOfficerAddressChange_V2.pdf

SPECIALIZED INSTRUCTOR CERTIFICATION

Academy cities and outside law enforcement agencies will be allowed to sponsor the firearms, LEDT, and defensive tactics skills instructor courses. They first need to contact Shannon Butler to be approved to sponsor the course. They then will need to apply for an accreditation number(s) for their school.

They will be assigned individual accreditation numbers for their school by applying for accreditation with Tami Burnett. Tami can also assign instructor apprenticeship accreditation numbers to only Academy Cities.

Academy cities are: Broken Arrow PD, Edmond PD, Norman PD, Oklahoma Highway Patrol, Tulsa PD, Oklahoma City PD, and Lawton PD.

Academy cities can do the apprenticeship portion of the instructor training with their employees only. If they open their instructor school up to other agencies, the other agency individuals will have to come to CLEET to complete their apprenticeship training.

Each individual is responsible for notifying CLEET that they are ready to do their apprenticeship and must complete the apprenticeship within one year or less from the final day of completion of the skills training. **Hours will be granted for instructor schools as they finish phases and apprenticeships.**

The officer is not considered a CLEET certified instructor until they have completed all instructor skills training and an apprenticeship as noted above. If the officer is required to finish the apprenticeship at CLEET, they will need to contact one of the individuals listed below to schedule for a Basic Academy.
Cleat Contact Info:

SKILL	CONTACT NAME	CONTACT PHONE
F/A Instructor Apprenticeship	Rick Amos Jeff Coble	405-239-5130 or 405-546-0160 405-239-5172
LEDT Instructor Apprenticeship	Rick Amos Jeff Coble	405-239-5130 or 405-546-0160 405-239-5172
Defensive Tactics Instructor Apprenticeship	Rick Amos Jeanelle VanBuskirk	405-239-5130 or 405-546-0160 405-239-5125

Outside cities will work with CLEET Administrative staff to verify that all individuals attending their schools meet the minimum requirements for the courses.

Rule 390:25-1-11. Requirements for specialized instructor certification

To qualify for specialized instructor certification, applicants must meet the following qualifications: Meet the qualifications for basic instructor certification as described in OAC 390:25-1-10; and Successfully complete a CLEET recognized or approved instructor development school in the specialized field for which application is made.

The director or director’s designee may, in the exercise of discretion, award special instructor certification to applicants who have completed comparable training, education or experience that equals or exceeds the qualifications for specialized instructor certification. Applicants awarded special instructor certification will be required to complete the apprenticeship phase of CLEET training for the specialized instructor certification sought to demonstrate proficiency in the requisite skills.

RESERVE OFFICER POSSE TEST REQUIREMENT

Below is the language from SB 135 which is effective November 1, 2015.

70 O.S. Section 3311.11.A.

Any person or peace officer who desires to attend a basic law enforcement academy conducted by the Council on Law Enforcement Education and Training (CLEET) shall within ninety (90) days of hire and prior to CLEET admission, be required to score a minimum of seventy percent (70%) on a reading and writing comprehension examination approved and administered by CLEET to assure the applicant can read and write on a level necessary to perform the requirements of the CLEET academy. **Any person or any peace officer who desires to attend a CLEET-approved reserve basic law enforcement academy shall, within ninety (90) days of hire and prior to reserve basic law enforcement academy admission, be required to score a minimum of seventy percent (70%) on a reading and writing comprehension examination approved by CLEET to assure the applicant can read and write at a level necessary to perform the requirements of the reserve academy.**

Summary – Starting November 1, 2015, to attend a Reserve Academy, reserve cadets must pass a reading and writing comprehension examination (known as the P.O.S.S.E. test) prior to being admitted in the academy. It must be taken and passed within ninety (90) days of hire and prior to attending a reserve academy. It is the responsibility of the reserve cadet or their department to pay the twenty-five (\$25.00) fee for the examination. CLEET does not pay the fee for reserve officers. The POSSE test is given by the Oklahoma Technology Centers. Proof of passing the examination will be necessary for the reserve officer application effective November 1, 2015.

BASIC ACADEMY SCHEDULE

A-1504 - September 09, 2015 - January 08, 2016

A-1505 - November 18, 2015 - March 02, 2016

No one will be scheduled or confirmed for an academy until all paperwork is completed and received by CLEET. The reading, writing and comprehension test is a prerequisite for admission into the CLEET Basic Academy. For testing information [click here](#). New hire full time non-certified officers must take this test within 90 days of hire.

OPEN MEETINGS

Council on Law Enforcement Education and Training Meeting

Wednesday - October 14, 2015 - OSBI Forensic Science Center - Edmond

Advisory Council Meeting

Thursday - October 1, 2015 - CLEET - Courtroom A107 - 10:00 a.m.

Curriculum Review Board

Tuesday - September 8, 2015 - CLEET - Courtroom A 107 10:00 a.m.

Private Security Advisory Committee Meeting

Wednesday September 9, 2015

Drug Dog Advisory Council

Thursday - October 8, 2015 - CLEET - Courtroom A107 - 10:00 a.m.

Bomb Dog Advisory Council

Thursday - October 8, 2015 - CLEET - Courtroom A107 - 1:00 p.m.

Polygraph Board

Friday - October 16, 2015 - Oklahoma Attorney General's Office - Oklahoma City

SATELLITE OFFICE - CLAREMORE AND OKC

CLEET has a satellite office in Claremore at the Rogers State University 1701 W Will Rogers, Prep Hall – Room106. Tami Burnett offices there and it's open to LE Officers, Security Personnel and the general public. If you would like to schedule an appointment with Tami, you can email her at tami.burnett@cleet.state.ok.us or reach her by calling [405-546-0159](tel:405-546-0159).

Accreditations: To ensure a response within 24 hours, please email all accreditation request forms/documents to tami.burnett@cleet.state.ok.us. Please note: Tami Burnett works out of NE Oklahoma so if you send your accreditation request forms/documents via mail or fax to the main office in Ada, it could take up to two weeks before your request is processed.

We also have a satellite office in Oklahoma City at OSU/OKC. Norma Floyd is at this location on Tuesdays and Thursdays from 9:00 - 4:00. The office is located in room 143 of the Human Services Education Center. Norma's phone number is 405-945-9154 and her email address is norma.floyd@cleet.state.ok.us. You can also contact her regarding private security applications.



CLEET Council

Sheriff John Whetsel,
Oklahoma County Sheriff's Office – Chair

Chief Michael Robinson,
Oklahoma State University DPS – Vice-Chair

Major Todd Blish,
Oklahoma Highway Patrol

Dr. James Burke,
East Central University

Sheriff John Christian,
Pontotoc County Sheriff's Office

Chief Bill City,
Oklahoma City Police Department

Director Stan Florence,
Oklahoma State Bureau of Investigation

Chief Russell Frantz,
Shawnee Police Department

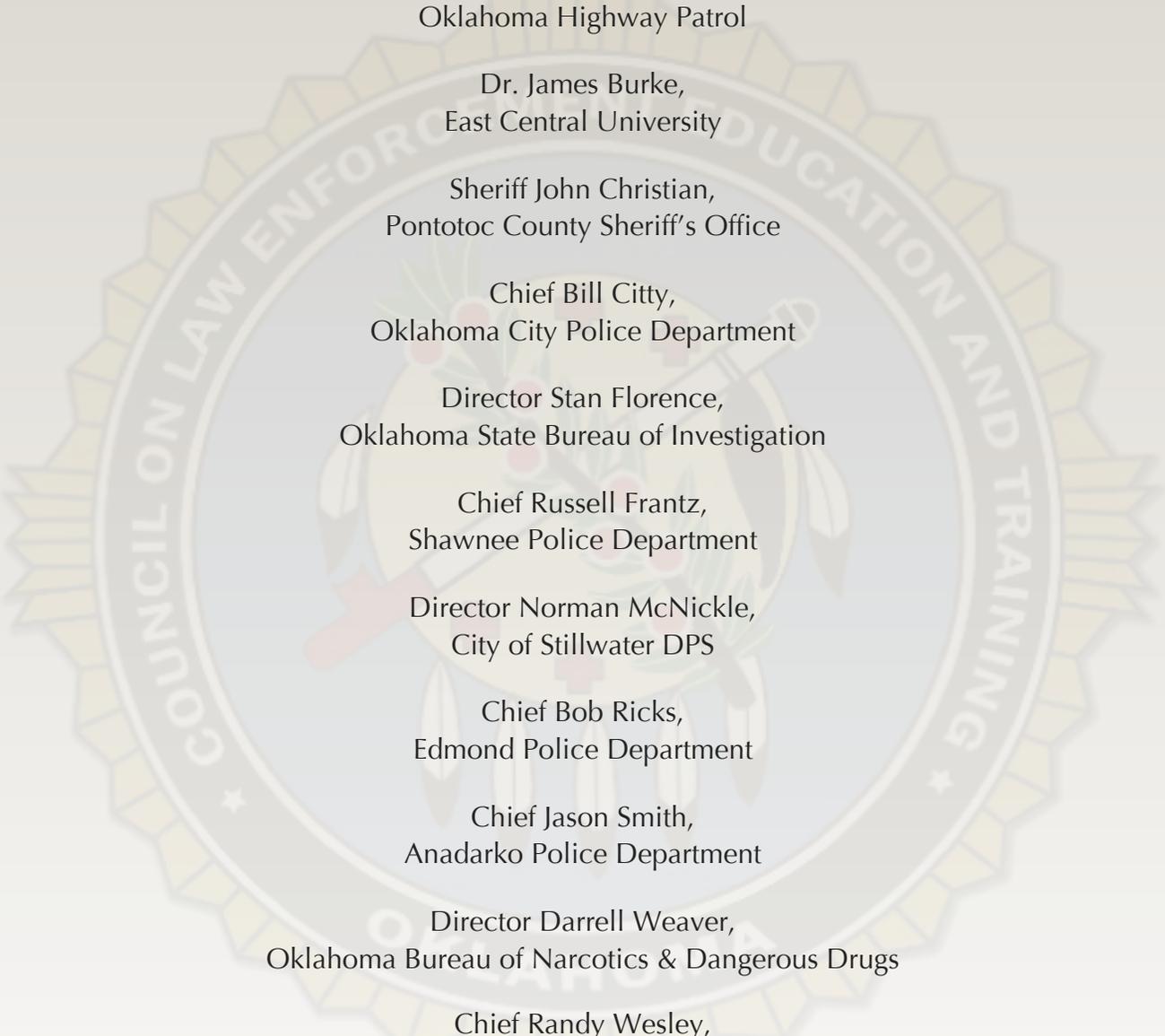
Director Norman McNickle,
City of Stillwater DPS

Chief Bob Ricks,
Edmond Police Department

Chief Jason Smith,
Anadarko Police Department

Director Darrell Weaver,
Oklahoma Bureau of Narcotics & Dangerous Drugs

Chief Randy Wesley,
Chickasaw Nation Lighthorse Police Department



DAILY PHYSICAL TRAINING

Officers, deputies, and agents attending a CLEET Basic Academy will now be required to spend the last 30 minutes of each training day participating in various forms of light exercise and stretching. Physical Training during the Academy has been designed by CLEET staff that are certified Law Enforcement Fitness Specialists and Master Fitness Instructors by the Cooper Institute.

Physical fitness exercises that students will be participating in are:

- Power walking/Light Jog (Equivalent to a 20 minute mile)
- Basic Jumping Jack, Body weight squats (Slow count of 3 seconds down / 3 seconds up)

Walking lunges

- Bear crawls
- Planks and/or crunches
- Pushup

Other exercises that will be done may include various portions for the actual CC/DT block such as patterns of movement, step and drag drills, officer survival drills and much more.

The goal is to take this 30 minutes each day and:

- Help better prepare each cadet for the upcoming training in CC/DT.
- Allow them to have a small amount of extra time in order to help increase their knowledge in officer safety techniques.
- Bring those who are lacking in physical conditioning to a higher level of self awareness and prepare them for the academy.
- Possibly instill better eating and physical fitness awareness for their future in L.E.
- Possibly reduce injuries here at the academy as well as on the job related injuries and illness.

ALERRT Program

The Homeland Security grant directing CLEET to provide active shooter training is progressing better than we had expected. There are classes being held across the state and the officers that have attended are expressing their support for the program. We have classes scheduled four months in advance and they are available for registration on the CLEET website. Over 3500 officers have been trained in the ALERRT End User courses and we have trained over 90 ALERRT instructors. The classes are two day sessions with 16 hours of CLEET continuing education credit.

[Click here to login and enroll in an ALERRT course near you.](#)

TRAINING OPPORTUNITIES

Online training for CLEET credit can now be obtained through the Federal Law Enforcement Training Center (FLETC) website. Please click on the following web <http://www.acadis.net/fletc/>. Once at the site, those who maintain a CLEET certification and are active law enforcement officers can register for an account to access 200 courses funded by FLETC (free to the departments). After completing the short registration form, LETN will follow-up with an e-mail/phone call to the agency head or supervisor to confirm the provided information. Access to the training should be granted within a few days. Until further notices, print, scan or forward certificates received from LETN training to CLEET so we can properly credit (e-mail [preferred], fax, or mail) training records.

ALERRT

- 8/4/2015 - 8/5/2015 - Weatherford High School
- 8/22/2015 - 8/5/2015 - Hugo High School

Behavior Analysis Interview Tech: Diagnostic
7/28/15 - 7/29/15 - Mid America Tech Center

Below 100

8/17/2015 - Burns Flat - Western Tech Center

Ethical Issues of Law Enforcement
08/26/2015 Tulsa Police Academy

Firearms Instructor Phase II
9/22/2015 - 09/24/2015 - CLEET

Internal Affairs
09/22/2015 - Elk City - Western Tech Center

Intermediate Instructor Workshop

- 8/5/2015 - 8/7/2015 - Broken Arrow P.D.
- 8/24/2015 - 8-26/2015 - Ponca City P.D.

Instructor Development (Basic)

- 8/17/2015 - 8/21/2015 - Elk City - Western Tech Center
- 8/24/2015 - 8/28/2015 - Chickasha - Canadian Valley Tech Center
- 9/7/2015 - 9/11/2015 - Durant Police Department
- 10/5/2015 - 10/9/2015 - Yukon Police Department

Leading With A Purpose

- 8/3/2015 - Pryor - Northeast Area Tech Center
- 8/11/2015 - McAlester - Kiamichi Tech Center

Medical Conditions That Mimic DUI (2MH)
9/30/2015 - Lawton - Comanche County Memorial Hospital

Police Predators

9/15/2015 - Tulsa Police Academy

Predator Cops

9/17/2015 - Elk City - Western Tech Center

Reserve Academy Coordinator
10/4/2015 - El Reno

Sexual Predator Cops

9/24/2015 - Guymon P.D.

Threats To Law Enforcement 2015

- 09/17/2015 - Elk City - Western Technology Center
- 09/24/2015 - Guymon P.D.



CLEET STATUTE & RULE CHANGES FOR 2015

STATUTE CHANGES WILL NOT GO INTO EFFECT UNTIL NOVEMBER 1, 2015. RULE CHANGES WILL GO INTO EFFECT IN SEPTEMBER 2015

CLEET statute changes for 2015

SB 64 (effective November 1, 2015) amends Title 70 O.S. Section 3311 to clarify the process to be followed when a peace officer is involuntarily committed (to match the provisions of the Mental Health Act). Also allows CLEET to subpoena records to assure compliance with the statutes. Use of these records is limited and there is a very specific confidentiality requirement.

SB 135 (effective November 1, 2015) amends Title 70 O.S. Section 3311 for several purposes:

- Clarifies CLEET's authority under the Bail Enforcement Act
- requires and authorizes CLEET to address any requirements imposed by LEOSA (HR 218)
- Allows CLEET to use a certified copy of a criminal indictment or information as 'clear and convincing evidence' of the charge, for purposes of suspension pending disposition in appropriate cases.
- requires the Agency to certify that a newly hired peace officer hire does not have any criminal charges pending at the time of employment.
- Clarifies that an 'Alford' plea (in which the defendant accepts the consequences of a guilty plea without ever admitting guilt), or 'any plea other than not guilty' is a sufficient basis for disciplinary action against the officer. Also requires the District Attorney to report any such plea to CLEET and extends that reporting requirement to Reserve Officers.
- Allows CLEET to deny certification to a person who has had a certification revoked in another state and was not re-instated by that state.
- prohibits CLEET employees from training or testing bomb detecting and drug detecting canine teams.
- Clarifies the provisions for release of CLEET records.
- Extends the requirement to pass the comprehensive reading and writing examination to Reserve Officers.

CLEET Rule changes for 2015 – Peace Officers

Rule 390:10-1-3 requires that mandated law enforcement agency address information must be submitted in a format acceptable to CLEET

Rule 390:10-1-5 – each person attending refresher training must fully participate and follow all CLEET rules and policies

Rule 390:15-3-10 – COP's program students who do not complete the curriculum and re-enter the COP's program must re-take and complete any course work that is more than five (5) years old.

Rule 390:15-5-2 clarifies that a Reserve Officer wishing to attend the 'bridge academy' must have completed the 240 hour reserve academy.

Rule 390:20-1-6 changes the dates for submission of Reserve Academy information to CLEET – the schedule, and the list of instructors and their qualifications, is due 90 days prior to the start of the reserve academy

Rule 390:27-1-2 specifically includes CLEET 'certified line safety officers' as having authority to do annual firearms re-qualification for Officers.

Rule 390:27-1-5 requires specific information in the Firearms Qualification Report, and requires Agency heads to validate the credentials of the Agency-approved firearms instructor, when not using a CLEET certified firearms instructor or CLEET certified line safety officer.

Rules 390:30-1-5 and 390:31-1-6 restrict CLEET employees from participating in the training or testing of any canine team.

Private Security and Private Investigators

Rule 390:35-1-3 changes the definition of ‘conviction’ to include an ‘Alford’ plea – clarifies that ‘conviction’ does not include certain expunged cases, when specific requirements are met, and clarifies the meaning of ‘expungement’.

Rule 390:35-5-1 requires that renewal of an agency license that has been expired for more than three (3) years (instead of 5 years) requires a ‘start over’ and completion of the entire application process.

Rule 390:35-5-2 prohibits issuance of a license while the applicant has pending criminal charges, or is serving a deferred sentence.

Rule 390:35-7-3 clarifies that incomplete applications will not be processed. CLEET staff will not request nor gather documents for the applicant, and will not give advice or advisory opinions as to whether a license will be granted or denied until a complete application is received.

Rule 390:35-7-4 requires applicants to supply all names used, and provide information related to previous licenses issued in any state.

Rule 390:35-9-4 requires that a verbal report of criminal and civil proceedings against the licensee must be followed up by a written report within ten (10) days.

Rule 390:35-15-2 clarifies that instructors whose ‘training, education, teaching, or work experience’ allows them to teach private security classes must have been active in that capacity within the last five years.

Bail Enforcers

Rule 390:60-1-3 clarifies that the prohibition on ‘red and blue lens’ on bail enforcer vehicles includes any device that emits red or blue light when activated.

Rule 390:60-5-6 requires applicants to provide:

- all names used by the applicant, and the date of any name change
- information on previous licensing in any State, and any revocations or suspensions of such licenses.

Rule 390:60-13-2 requires that instructors in use of force be ‘certified as a defensive tactics



PCIS October 12-14, 2015

Post Critical Incident Seminar

The PCIS is a workshop for first responders and other personnel who have experienced a critical incident. Although responders may receive support immediately following their critical incident, they often still experience long lasting effects.

Patterned on a format which has been used by the FBI since 1985, the PCIS will provide education on trauma, patterns of resolution, and field tested coping strategies which promote recovery and resilience. Peer support is an important element of the PCIS. Discussion of incidents with fellow officers who have experienced critical incidents themselves promotes normalization and recovery.

ERAP PCIS Application [HERE](#)

PCIS Brochure [HERE](#)

ERAP is dedicated to providing Post-Critical Incident care to all Emergency First Responders and their families who are experiencing emotional trauma.

Executive Director:

Doug White

[405-519-1861](tel:405-519-1861)

DWhiteaz@msn.com



Management & Ethics Conference - 2015

Friday

Oct. 2 8am – 4pm Hillsdale FWB College

8am Registration			
8:30 Opening Session – Mabee Auditorium			
9am Break-out Sessions			
LIFE MANAGEMENT Mabee Aud.	SECURITY & SAFETY Rm. 231	LEADERSHIP Rm. 225	SERVICE Rm. 234
Time Management/ Deliberate Priorities- Exec. Director of CLEET, Steve Emmons	Effective Negotiating Skills- Andy Koester, JD, Attorney at Law, P.C.	Strategies for Staff – Dealing with the Gray Tsunami- Susan McCormick, Personnel, Safety & Training Manager, City of Oklahoma City	Effective Management Communication- Business Prof. Bob Simmons, Hillsdale
10am EXHIBIT TOUR			
10:30 Break-out Sessions			
Exemplary Ethics: the 5 Principles of Ethical Power- Donna Rynda, Make it Better, Inc.	Cyber Security Threats and What You Can Do- Ian Anderson, IT Security Manager, City of Oklahoma City	The Healthiest Counties in Oklahoma-What Works - Keith Reed, Regional Director, Cleveland/McClain Co. Health Departments	Customer Service – May I Help You? Prof. Frances Wade, Business Program Director, Hillsdale; & Business Prof. Grover Ozmun, Hillsdale
11:30 Break-out Sessions			
Honing Your Presentation Skills- Communication Prof. Jody Blackwell, Hillsdale	Cyberspace Security for the Small Town- Ian Anderson, IT Security Manager, City of Oklahoma City	Valuing Diversity in the Workplace- Donna Rynda, Make it Better, Inc.	Cost Benefit Analysis – Is it Worth It? Dr. Ken Berchenbriter, MPA Professor, Hillsdale
12:30 LUNCHEON in Cafeteria. KEYNOTE SPEAKER: Garry Richey, Defense Consultant; former Director of Logistics, Randolph Air Force Base, Schertz, Texas; and former Executive Director, Oklahoma City Air Logistics Center, Tinker AFB.			
1:30 Break-out Sessions			
Master of Public Administration Info Session Dr. Paulette Jones with MPA faculty & students	Homeland Security Issues- Randall D. Meshell, U.S. Dept. Homeland Security, FEMA	Constructive Conflict Resolution Andy Koester, JD, Attorney at Law, P.C.	Cost Benefit Analysis – Is it Worth It? Dr. Ken Berchenbriter, MPA Professor, Hillsdale
2:30 Break-out Sessions			
Stress Management & Burnout Prevention -Dr. Dub Rogers, Family Christian Counseling	Preventing Workplace Violence (TBA)	Leadership PANEL: Motivating for Performance CLEET Dir. Steve Emmons; Garry Richey, Defense Consultant; Dr. Thomas Marberry, Hillsdale	Selling Your City: Quality of Life Issues- Todd Jenson, Assistant City Manager, City of Moore

The Management & Ethics Conference will be held Friday Oct. 2, from 8am - 4pm. The cost is \$55 in advance and \$60 at the door, and does include lunch. The presenters include U.S. government officials, City of Oklahoma City leaders, and Oklahoma State officials. Attached is the conference schedule. Please let me know if this will qualify for CLEET CEU Credit.

“Without Mercy; Criminal Travelers/Gypsies and the Elderly”



INVADED!!

The criminal element of the gypsy and traveler communities has invaded every major metropolitan area in the U.S., our friends in the nation's heartland and north of the border as well. These career criminals are responsible for an incredible \$17 billion in thefts every year and senior citizens bear the brunt of this.

We must protect our elders!

It's no longer a matter of "if" you'll be hit, but "when"!

This is a very popular and timely class; we anticipate it will sell out quickly.

The Gryphon Training Group, in association with the Broken Arrow Police Department, is presenting an insightful two (2) day seminar on Criminal Gypsies/Travelers and the Elderly.

We are dedicated to assisting and training law enforcement and all of the first responders and its support groups, by showing them how these predators work. Con games and scams cost the citizens of the U.S. an amazing \$22 billion every year and these people are responsible for a vast majority of it. We have developed a database of over **4,000** of these suspects which continues to be a source for all law enforcement in this ongoing battle.

The 2-day course topics will include: In depth looks at: Gypsy and Traveler Crime as "Non-Traditional Organized Crime," Identification of the Groups; The Roma, The Polish, The Yugoslavians, The Travelers, the new group known as The Romanian Nationals. Also an overview of crimes against the elderly such as Impostor/Ruse Entry Burglary, Till Taps, Fortune Telling, Sweetheart Swindles, Paving Scams, professional shoplifting and more.

Handouts will be numerous and include a copy of the database

Only law enforcement will receive the database in accordance with Federal Dissemination Laws.

Training Site: Northeastern State University –Room BALA 112
3100 E. New Orleans St.
Broken Arrow, Oklahoma 74014

Date/Time: October 29-30, 2015 0800-1700 hrs.

Cost: \$145.00/ person

CLEET Course Number 15-2567 for 16 hours.

Capacity will be 80 attendees.

To register, call: The Gryphon Training Group @ **623-518-3006**

Or register by e-mail: gryphontraining@aol.com

For further information, contact: Gryphon Training Group

(All cancellations must be made by October 15, 2015 to be eligible for a refund)

"This class has been accredited by the Council on Law Enforcement Education and Training for 16 hours of mandatory continuing education credit. Regarding any law enforcement concepts, practices, methods, techniques, products or devices as might be taught, promoted, or otherwise espoused in outside schools or seminars, there is no intent, expressed or implied that 'accreditation' indicates or in any way 'CLEET approval' of such concepts, practices, methods, techniques, products, or devices, unless such approval is explicitly stated by CLEET."

FLETC TRAINING OPPORTUNITY

FLETC is offering you the opportunity to attend their Active Shooter Threat Training Program (ASTTP) at the Hennessy Hall in Dodge City on August 25-28, 2015. This is a four day program and is tuition free. The FLETC provides the necessary documentation for state credits upon completion of the class. Flyer is below and here is the registration link: <https://sass.fletc.dhs.gov/fast/>

Active Shooter Threat Training Program

Acronym: ASTTP

Length: 4 Training Days

Locations Offered: Glynco - Artesia - Charleston - Cheltenham - Export -

Description

The Active Shooter Threat Training Program (ASTTP) is designed to provide the student with the knowledge and skills to successfully handle an active threat event. This program will provide the student with the proficiency and attitude through hands on training to manage these situations. The program takes Active Shooter Threat Tactics Training to the next level utilizing dynamic interactive drills and scenario based training. This program is an intensive training program that covers a variety of tactical subject matters to include: individual and team movement and operational formation. In addition, this program focuses on the role and responsibilities of the responding officers.

Prerequisites

1. Applicant must be a law enforcement officer/agent with arrest authority in the prevention, detection, apprehension, detention and/or investigation of felony and/or misdemeanor violations of federal, state, local, tribal, or military criminal laws.
2. Must be able to participate in intensive training lasting up to ten hours per day.
3. Must not have any medical restrictions.

Required Training Materials

- Camelback or other means of hydration
- Appropriate wear (BDU, agency t-shirt (long sleeve or short sleeve), boots, etc.)
- Bug spray

Program Syllabus/Curriculum

- Active Threat Response Tactics
- Basic Tactics
- Tactical Medical

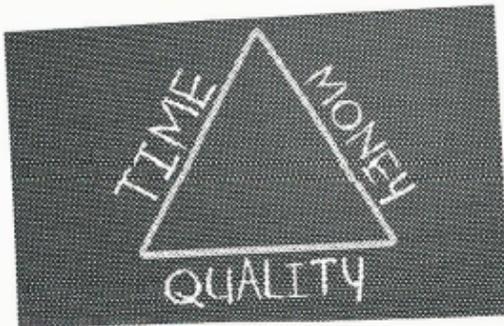
Program Registration

Federal organization personnel should contact their agency training officer to register for training, email questions to FLETCAdmissions@fletc.dhs.gov or telephone 912-267-3344.

Absenteeism Control & Tracking System (ACTS)

Performance Directed Management:
A common sense approach

Hosted by the **Coweta Police Department**
held at Coweta City Hall 310 S Broadway
Coweta, Oklahoma 74429
from 9am-3pm on **October 8, 2015**
(CLEET 5 hrs mandatory continuing education)



"Manage Performance not Performers"

This course is specifically designed for supervisors and managers who need an effective and defensible method for promoting attendance, and establishing accountability for excessive and non-scheduled absenteeism.

This class has been accredited by the Council on Law Enforcement Education and Training for 7 hours of mandatory continuing education credit. Regarding any law enforcement concepts, practices methods, techniques, products, or devices as might be taught, promoted, or otherwise espoused in outside schools or seminars, there is no intent, expressed or implied that 'accreditation' indicates or in any way conveys 'Cleet approval' of such concepts, practices, methods, techniques, products, or devices, unless such approval is explicitly stated by Cleet.

Topics include:

- Non-scheduled absenteeism
- Cost of supervision
- Work productivity

Attendees will receive a certificate of training, a class manual and hard copies of model forms and policies to use as a resource for developing and implementing this program with their agency.

D. J. Van Meter Ph.D. / Associate

D.J. Van Meter Ph.D. is the principal of Van Meter & Associates, Inc. (VMA) and has spent the last 45 years in law enforcement, 15 years as a sworn officer. He has a Ph.D. in Training and Organizational Development from The Ohio State University, Columbus, Ohio and also hold's a Master's Degree in Labor and Human Resource Management. He works with counsel as an expert witness, reviews discipline and termination cases and develops customized policy and procedures manuals for all public safety organizations nationwide. He is the author of the book, Evaluating Dysfunctional Police Performance: A Z-based Approach published by Charles Thomas Publishing. Dr. Van Meter is qualified in state/federal courts as an expert in law enforcement training, use-of-force, and management and operational policies.

Regular tuition: \$170 first registrant/\$150 each additional
Prepaid tuition: \$150 first registrant/\$130 each additional

(P.O.'s Vouchers, postmarked on or after October 2, 2015)
(All CC payments and checks postmarked by October 1, 2015)

P.O.'s Vouchers, Claims, DOJ accepted but does not guarantee tuition rate

Fax this entire page to VMA 614-451-8905 Or call 800-331-8025 Or Email: vanmeterassociates@att.net (Duplicate this form if needed)

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Van Meter & Associates, Inc. (www.vmanet.com)
Training & Organizational Development for Public Safety Forces
The "How to" company from Coast-to-Coast since 1982
P.O. Box 21313, Columbus, Oh 43221
1-800-331-8025 FAX 614-451-8905

Performance Directed Management:
Measure performance, not performers

Discipline & Termination: **Rules, Policies and** **Procedures**

Hosted by the **Coweta Police Department**
held at the **Coweta City Hall 310 S Broadway,**
Coweta, Oklahoma 74429

from **8am-4pm on October 7, 2015**
(CLEET 7hrs mandatory continuing education)



When all else fails!

The traditional punitive approach to progressive discipline and termination has become increasingly burdensome and complex. Civil rights laws, unions and civil service boards provide too many opportunities for problem employees to file frivolous grievances and law suits. Management needs to include non-punitive approaches, last chance agreements and no-fault terminations to deal with employees who will not or can't comply with the rules of the organization and be productive.

This class has been accredited by the Council on Law Enforcement Education and Training for 7 hours of mandatory continuing education credit. Regarding any law enforcement concepts, practices methods, techniques, products, or devices as might be taught, promoted, or otherwise espoused in outside schools or seminars, there is no intent, expressed or implied that 'accreditation' indicates or in any way conveys 'Cleet approval' of such concepts, practices, methods, techniques, products, or devices, unless such approval is explicitly stated by Cleet.

Topics Include:

- How courts and arbitors support management's right to enforce its rules, policies, procedures and practices with discipline and termination.
- The principles of Just Cause and Due Process as they apply to progressive discipline and terminations.
- How to use traditional v. non-traditional approaches to progressive discipline and termination.

Attendees will receive a manual, model forms, model discipline-termination policy and certificate of attendance.

D. J. Van Meter Ph.D. / Associate

D.J. Van Meter Ph.D. is the principal of Van Meter & Associates, Inc. (VMA) and has spent the last 45 years in law enforcement, 15 years as a sworn officer. He has a Ph.D. in Training and Organizational Development from The Ohio State University, Columbus, Ohio and also hold's a Master's Degree in Labor and Human Resource Management. He works with counsel as an expert witness, reviews discipline and termination cases and develops customized policy and procedures manuals for all public safety organizations nationwide. He is the author of the book, *Evaluating Dysfunctional Police Performance: A Z-based Approach* published by Charles Thomas Publishing. Dr. Van Meter is qualified in state/federal courts as an expert in law enforcement training, use-of-force, and management and operational policies.

Regular tuition: \$170 first registrant/\$150 each additional
Prepaid tuition: \$150 first registrant/\$130 each additional

(P.O.'s Vouchers, postmarked on or after October 1, 2015)
(All CC payments and checks postmarked by September 30, 2015)

P.O.'s Vouchers, Claims, DOJ accepted but does not guarantee tuition rate

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The "How to" company from Coast-to-Coast since 1982

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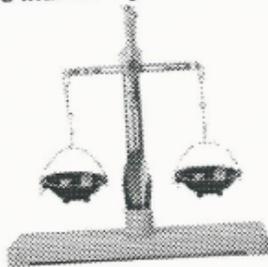
1-800-331-8025 FAX 614-451-8905

Internal Investigations Function

**Performance Directed Management:
A common sense approach.**

Hosted by the **Coweta Police Department**
held at the Coweta City Hall 310 South Broadway,
Coweta, OK 74429

from 8am-4pm on **September 16, 2015**
(CLEET 7hrs mandatory continuing education credit)



“Manage Performance not Performers”

Internal investigations are essential to the efficient operation of any public safety forces agency. Investigations of this nature are crucial to our democratic system of checks and balances. The lack of clear understanding of the due process principles that govern the investigation, failing to conduct investigations properly, and not having well documented cases are the major reasons why investigators fail, cases are lost, and agencies are sued and discredited.

This class has been accredited by the Council on Law Enforcement Education and Training for 7 hours of mandatory continuing education credit. Regarding any law enforcement concepts, practices methods, techniques, products, or devices as might be taught, promoted, or otherwise espoused in outside schools or seminars, there is no intent, expressed or implied that ‘accreditation’ indicates or in any way conveys ‘Cleet approval’ of such concepts, practices, methods, techniques, products, or devices, unless such approval is explicitly stated by Cleet.

Attendees are taught:

- The essential principles of Constitutional Due Process in an I.A. Investigation
- Review of three leading U.S. Constitutional cases affecting due process in internal investigations: *Garrity v. State of New Jersey*, 385 U.S. 493 (1967), *Gardner v. Broderick v. Police Commissioner of New York City* 392 U.S. 273 (1968), *Kastinger v. United States*, 406 U.S. 441 (1972).
- Employee Representation (National Labor Relations Board v. J. Weingarten, Inc., 420 U.S. 251 (1975))
- Avoiding civil torts and liabilities
- Practical approaches to I. A. Investigations
- How to document the I. A. case

Students receive class outline, model forms, rules, and certificate of attendance. (Class size is limited, please register early)

John Detchon / Associate

John Detchon has 38 years of experience as a sworn officer, serving five years with a major State Highway Patrol and 32 years with a Sheriff's Department. John is a former detective, 911, jail, and patrol operations commander. He has conducted internal affairs investigations for 15 years while serving as a division commander in various assignments. He is a graduate of the Ohio State Highway Patrol Academy, Ohio Peace Officers Academy, attended Kent State University and is a certified corrections academy instructor and Ohio Police Basic instructor.

Regular tuition: \$170 first registrant/\$150 each additional
Prepaid tuition: \$150 first registrant/\$130 each additional

(P.O.'s Vouchers, postmarked on or after September 10, 2015
(All CC payments and checks postmarked September 9, 2015))

P.O.'s Vouchers, Claims, DOJ accepted but does not guarantee tuition rate

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Van Meter & Associates, Inc. (www.vmanet.com)

Management's Rights

Performance Directed Management:

A common sense approach

**Hosted by the Coweta Police Department
held at 310 South Broadway,
Coweta, OK 74429**

October 6, 2015 from 8am-4pm

(CLEET 7hrs mandatory continuing education credit)



"Measure Performance, not Performers"

This course teaches that the employment relationship is an enforceable contract wherein management has inherent and enforceable rights. These rights include requiring employees to: attend work on a regular basis, give a fair day's work, be subordinate, lawful to directives, perform to standards, get along with others and to be loyal to their employer's lawful business needs. The problem is that the traditional people-oriented style of management has been seriously weakened by 40 years of employee labor and employee rights laws. A performance-oriented model of management based on principles found in contract law, economics and Performance Theory is a more powerful, practical, simpler and enforceable alternative. We are a "How to" company providing answers.

This class has been accredited by the Council on Law Enforcement Education and Training for 7 hours of mandatory continuing education credit. Regarding any law enforcement concepts, practices methods, techniques, products, or devices as might be taught, promoted, or otherwise espoused in outside schools or seminars, there is no intent, expressed or implied that 'accreditation' indicates or in any way conveys 'Cleet approval' of such concepts, practices, methods, techniques, products, or devices, unless such approval is explicitly stated by Cleet.

Topics include:

- understanding why management must move away from people management and move towards performance management.
- provide support for the fact that courts and arbiters support the enforcement of management's rights
- define the "Universal Rights" of management
- design the foundation for a performance-oriented style of management

Attendees will receive a certificate of training, a class manual and hard copies of model forms and policies to use as resources for implementing this program into their agency. Class size is limited, please register early.

D.J. Van Meter Ph.D / Associate

D.J. Van Meter Ph.D. is the principal of Van Meter & Associates, Inc. (VMA) and has spent the last 45 years in law enforcement, 15 years as a sworn officer. He has a Ph.D. in Training and Organizational Development from The Ohio State University, Columbus, Ohio and also hold's a Master's Degree in Labor and Human Resource Management. He works with counsel as an expert witness, reviews discipline and termination cases and develops customized policy and procedures manuals for all public safety organizations nationwide.

Regular tuition: \$170 first registrant/ \$150 each additional
Prepaid tuition: \$150 first registrant/ \$130 each additional

(P.O.'s Vouchers, postmarked on or after September 30, 2015)
All CC payments and checks postmarked by September 29, 2015)

Master Card, Visa

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