



STATE OF OKLAHOMA
ALCOHOLIC BEVERAGE LAWS ENFORCEMENT COMMISSION

AGENDA

REGULAR MONTHLY MEETING OF THE COMMISSION
FRIDAY 10:00 A.M. APRIL 19, 2024
50 NORTHEAST 23RD STREET
OKLAHOMA CITY, OKLAHOMA 73105

1. CALL TO ORDER – CHAIRMAN JONATHAN BROOKS
2. ROLL CALL – Executive Secretary Shae Isaacs
3. DETERMINATION OF QUORUM AND ANNOUNCEMENT OF COMPLIANCE WITH OPEN MEETING ACT – Assistant Attorney General James Crawford
4. RECOGNITION OF VISITORS – CHAIRMAN JONATHAN BROOKS
5. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE, AMEND OR REJECT MINUTES FROM MARCH 22, 2024 REGULAR MEETING – CHAIRMAN JONATHAN BROOKS
6. DISCUSSION AND POSSIBLE VOTE TO APPROVE OR DISSAPPROVE THE FOLLOWING EMPLOYEE TRAINING PROGRAM APPLICANTS’ CURRICULUM OF INSTRUCTION PURSUANT TO OAC 45: 15-3-1: (RE-CERTIFICATION ONLY) - *Captain Erik Smoot*
 - A. ACE Alcohol Compliance Education (Oklahoma Restaurant Association)
 - B. ServSafe Alcohol Online Course (Oklahoma Restaurant Association/National Association)
7. HUMAN RESOURCES UPDATE – *OSBI Human Resources Director Christine Chalmers*
8. PRESENTATION OF EXECUTIVE DIRECTOR’S REPORT AND REVIEW OF ADMINISTRATIVE AND OPERATIONAL ACTIVITIES FOR MARCH 2024 AND POSSIBLE DISCUSSION – DIRECTOR BRANDON CLABES
9. ACCELA IT UPDATE AND LICENSING DEPARTMENT REPORT – *Presentation by Licensing Supervisor Carla Clanton*
10. REPORTS BY CHIEF AGENT AND SUPERVISING DISTRICT CAPTAINS:
 - A. Chief Law Enforcement Agent – Todd Peck
 - B. Captain Kent James – Tulsa District
 - C. Captain Mike Randol – McAlester District
 - D. Captain Greg Bynum – Trade Practices Unit
 - E. Captain Scott Smith – Oklahoma City District
 - F. Captain Erik Smoot – Alcohol and Tobacco Education Unit
11. ASSISTANT DIRECTOR’S OPERATIONAL, DOCKET AND LEGISLATION REPORT WITH POSSIBLE DISCUSSION - *Presentation by Assistant Director/General Counsel/Public Information Officer Lori Carter*
12. FINANCIAL REPORT AND BUDGET REQUEST UPDATE WITH POSSIBLE DISCUSSION - *Presentation by Director Brandon Clabes & Chief Financial Officer Jennifer Treadwell*
13. COMMENTS FROM THE PUBLIC LIMITED TO ITEMS ON THE AGENDA (limit 3 minutes per person without majority vote from Commissioners to extend time)

- 14. DISCUSSION AND POSSIBLE ACTION TO ENTER EXECUTIVE SESSION AS AUTHORIZED BY 25 O.S. § 307(B)(4):** Discussion of confidential communications between a public body and its attorney concerning pending investigations, claims, and actions, the disclosure of which would seriously impair the public body's ability to process the claims or conduct investigations, litigation, or proceedings in the public interest.

CASE NO: 564-2023-00366

CASE NO: 564-2023-01161

CASE NO: CMS-2023-02401-E

CASE NO: 564-2024-0061

(No action shall be taken in Executive Session.)

- 15. EXECUTIVE SESSION**

- 16. ACTION TO RETURN TO OPEN SESSION**

- 17. CONSIDERATION, DISCUSSION AND POSSIBLE ACTION ON ITEMS CONSIDERED IN EXECUTIVE SESSION**

- 18. ADJOURNMENT**

--- NEXT REGULAR MEETING ---

MAY 17, 2024

OKLAHOMA ABLE COMMISSION

50 NORTHEAST 23RD STREET

OKLAHOMA CITY, OK 73105