



**STATE OF OKLAHOMA
BOARD OF TESTS FOR ALCOHOL AND DRUG INFLUENCE**

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Joshua Smith
Director

NOTICE

**REGULAR MEETING AT OKLAHOMA CITY, OKLAHOMA
Of the Board of Tests for Alcohol and Drug Influence**
Oklahoma Department of Public Safety Complex
Building No. 9, W.C. (Sarg) Smith Classroom
3600 N. Martin Luther King Ave. Oklahoma City, OK
Tuesday November 14th, 2023
10:00 A.M.

Agenda

1. Call to Order and Roll Call
2. Statement of Compliance with the Open Meetings Act
 - a. Posting at BOT Office and email notices completed November 9, 2023
3. Approval of Minutes
 - a. May 16, 2023 Regular Board Meeting
4. Director's Report
Agency activity updates..... (Josh Smith reporting)
5. Discussion and possible action to adopt completed evaluation report as official record of the Board
6. Updates and discussion with possible action regarding breath alcohol instrumentation state plan.
(Note: This plan is fluid and amendable.)

BOARD OF TESTS FOR ALCOHOL AND DRUG INFLUENCE "STATE PLAN" TO ADOPT NEW BREATH ALCOHOL TESTING INSTRUMENTATION

1. ~~Identify the need for new instrumentation (current situation of the state).~~
2. ~~Modify the administrative rules to accommodate incorporation of the new instrumentation.~~
3. ~~Develop and adopt internal Board policy and procedure for instrument evaluation.~~
4. ~~Solicit feedback from other states currently using candidate instruments.~~
5. ~~Select instruments to evaluate that meet the statutory requirements, rules, and needs of the State.~~
6. ~~Evaluate instruments pursuant to the internal Board evaluation policy and procedure.~~
7. Board selects best candidate/instrument to adopt based on evaluation report/results or best fit.(11/14/2023)

8. Work with the selected instrument manufacturer to negotiate a purchase and service contract.
 - ~~9. Identify funding sources and acquisition of new instrumentation.~~
 10. Send qualified staff to manufacturer maintenance and repair training.
 11. Develop and identify level of training and curriculum for current operators and new operators.
 12. Create roll-out and distribution plan for new instrumentation.
7. Discussion and action regarding election of Chair and Vice-Chair in accordance with 47 O.S. § 759
 8. Discuss and select regular meeting dates for calendar year 2024.
(Historical meeting date months are February, May, August, November)
 9. Chairman's Report
 10. Public Comment(s) **pursuant to the Oklahoma Open Meetings Act, no action may be taken on any public comments*
 11. Adjournment