



**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 May 14<sup>th</sup>, 2024**  
**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 May 10, 2024
3. Approval of Minutes
  - a. February 13, 2024 Regular Board Meeting
4. Director's Report
 

Agency activity updates..... (Josh Smith reporting)

Legislative update.....(Josh Smith reporting)
5. 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.
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.

6. Public Comment(s) *\*pursuant to the Oklahoma Open Meetings Act, no action may be taken on any public comments*

7. Possible discussion and vote to enter Executive Session pursuant to 25 O.S. § 307 to discuss employment, demotion, discipline, or performance for the following individual salaried employees of the Board:

David Barnett, David Cravens, Jordan Miller, Christopher Pape, Magan Sloan, Joshua Smith.

- Vote to Enter Executive Session
- Vote to Exit Executive Session

8. Possible discussion and action in response to Executive Session discussions.

9. Chairman's Report

10. Adjournment