



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

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Dr. Jarrad Wagner, Ph.D.
Chairman

Joshua Smith
State Director

The agenda for this meeting was posted in accordance with Title 25 Section 311.A.9, at the Administrative Offices of the Board of Tests for Alcohol and Drug Influence, 3600 North Martin Luther King Avenue, Building 9, Oklahoma City, OK, 73111.

**Regular Meeting AT OKLAHOMA CITY, OKLAHOMA
Of the Board of Tests for Alcohol and Drug Influence
Oklahoma Department of Public Safety Complex,
W.C. Sarg Smith Classroom
3600 North Martin Luther King Avenue, Oklahoma City, OK, 73111**

**Tuesday November 9, 2021
10:00 A.M. CDT**

MINUTES

BOARD MEMBERS PRESENT:

Dr. Jarrad Wagner, OSU Health Science - Chair
Kevin Kramer, OSBI - Vice Chair
Dr. Kenneth Blick, OU Health Science
Major Garrett Vowell, Department of Public Safety
Dr. LaTrina Frazier, Oklahoma Dept. of Health
Sheriff Damon Devereaux, Oklahoma Sheriffs Assoc.

STAFF PRESENT:

Josh Smith, Director
Jenifer Steiner, Business Manager
David Barnett, Interlock Administrator
Christopher Pape, Breath-Test Admin
Vince Barnard, Training Administrator
Magan Sloan, Interlock Assistance Rep.

1. Call Meeting to Order

Action Taken: Dr. Wagner called the meeting to order at approximately 10:00 a.m. Roll was taken; five members were present representing a quorum and Major Vowell joined the meeting at 10:35 a.m. starting with agenda item seven (7).

2. Statement of Compliance with the Open Meetings Act

Action Taken: Dr. Wagner gave statement of compliance for the record.

3. Introduction of New Board Members

Action Taken: Dr. Wagner welcomed and introduced new Board members Sheriff Devereaux, Dr. Frazier, and Major Vowell.

4. Approval of Minutes

Action Taken: Dr. Blick motioned to approve the minutes for the regular meeting held August 3, 2021. Kevin Kramer seconded the motion.

A roll call vote was taken with the following results Dr. Blick voted yes, Dr. Wagner voted yes, Kevin Kramer voted yes, Sheriff Devereaux voted yes, Dr. Frazier abstained

5. Director's Report

Director Smith reported that the agency completed implementing the changes required to comply with Senate Bill 367. Director Smith informed the Board regarding the Department of Public Safety's and Board of Tests combined efforts to strengthen and redefine the Ignition Interlock program by amending statutes for Legislative Session 2022 Senate Bill 366 and moving the program to the BOT. The Director reported that he completed the 2021 OU/OSU Executive Development Program for State Officials. Director Smith briefly discussed updates from CMI that were received. CMI notified the agency that they were discontinuing manufacturing the Intoxilyzer 8000 but will continue to support and repair the device.

David Barnett, Ignition Interlock Program Administrator, updated the Board with his activities and reported his inspections will be completed before Christmas. He updated the Board that the new manufacturer that had applied for certification of their device did not meet compliance testing requirements and he is waiting on a response from the company as to if they will continue to try to get into compliance with the Board's requirements.

Vince Barnard, Training Program Administrator, updated the Board with the number of trainings he has instructed and/or coordinated. He stated there are pushes to broaden training outside of CLEET by third party education facilities. Vince reported that he has completed distributing training updates for Senate Bill 367.

Christopher Pape, Breath-Testing Program Administrator, presented the Board updates on the number of instruments maintenance was performed on, the number of Intoxilyzer 8000 swaps that have been performed since the last board meeting, the number of instruments sent to CMI for repairs. Chris informed the Board that he has completed updating over 90% of the upgrades to the units in the field to comply with Senate Bill 367 and expects to be finished by the end of the month. He also reported that there are requests coming in for Intoxilyzers to be set up at new locations, but due to printer supply shortages, we have no way to fulfill these requests at this time.

6. Discuss drafted rule changes for public inspection - 2022 Administrative Rules session

Director Smith briefed the Board about the proposed amendments to be released for public inspection and comment. He asked that if the Board members had any concerns to please let him know by email.

7. Discuss and select Regular Board meeting dates for calendar year 2022

Action Taken: Kevin Kramer motioned to select February 8, May 10, August 9, and December 6, 2022 at 10 a.m. be the Regular Board Meeting dates for 2022. Dr. Blick seconded the motion.

A roll call vote was taken with the following results Dr. Wagner voted yes, Kevin Kramer voted yes, Dr. Blick voted yes, Sheriff Devereaux voted yes, Dr. Frazier voted yes, Major Vowell voted yes

8. Discussion and possible action to fill vacant Administrative Technician position, conduct exit interview with outgoing Business Manager, and discuss upcoming Business Manager vacancy at BOT

Proposed Executive session pursuant to 25 O.S. § 307(B)(1) for the following items:

- a. Discuss start date, benefits, and salary for vacant Administrative Technician position**
- b. Staff exit interview and discuss Business Manager vacancy**
 - o Motion and Vote to enter Exec. Session**
 - o Motion and Vote to exit Exec. Session**

Action Taken: Dr. Blick motioned for the Board to go into executive session, Kevin Kramer seconded the motion.

A roll call vote was taken with the following results Dr. Wagner voted yes, Kevin Kramer voted yes, Dr. Blick voted yes, Sheriff Devereaux voted yes, Dr. Frazier voted yes, Major Vowell voted yes

Action Taken: Kevin Kramer motioned for the Board to exit executive session, Dr. Frazier seconded the motion.

A roll call vote was taken with the following results Dr. Wagner voted yes, Kevin Kramer voted yes, Dr. Blick voted yes, Sheriff Devereaux voted yes, Dr. Frazier voted yes, Major Vowell voted yes

Action Taken: Kevin Kramer motioned that the Director proceed with actions discussed during executive session. Dr. Blick seconded the motion.

A roll call vote was taken with the following results Dr. Wagner voted yes, Kevin Kramer voted yes, Dr. Blick voted yes, Sheriff Devereaux voted yes, Dr. Frazier voted yes, Major Vowell voted yes

9. Chairman's Report

Dr. Wagner thanked his predecessors and expressed his appreciation for Jenifer Steiner and her years of commitment to the Board. He wished her the best in her new career endeavors.

10. Adjournment

Action Taken: Kevin Kramer motioned to adjourn the meeting. Dr. Blick seconded the motion.

A roll call vote was taken with the following results Dr. Wagner voted yes, Kevin Kramer voted yes, Dr. Blick voted yes, Sheriff Devereaux voted yes, Dr. Frazier voted yes, Major Vowell voted yes

Respectfully submitted,



2/8/2022

Chairman Dr. Jarrad Wagner
Board of Tests for Alcohol and Drug Influence

**A digital copy of these minutes is kept on record at the Board of Tests.
Available upon request.**