

**OKLAHOMA STATE POLYGRAPH EXAMINERS BOARD  
REGULAR MEETING**

**Edmond Police Department  
100 E. 1<sup>st</sup> St, Edmond, OK 73034**

**Friday, July 18, 2025  
10:00 AM**

**Regular Meeting Minutes**

**MEMBERS' PRESENT:**

Jason Holt, Chairman  
David Otwell, Vice Chairman  
Shawn Ward, Secretary  
Joel Franks, Member  
Cliff Fielding, Member

**STAFF PRESENT:**

Breanna Atkeson, Records Div. Coor.  
Kaitlynne Green, Polygraph Secretary

**ABSENT:**

**GUESTS:**

Suzannahe Smith      Joe Shoemake  
Jimmy Gwartney      Jason Stearns

**1. Call Meeting to Order**

Chairman Jason Holt convened the board meeting of the Polygraph Examiners Board at 10:00 a.m.

**2. Roll Call**

Roll taken: Four (4) members were present representing a quorum.

**3. Open Meeting Act Compliance**

Chairman Holt verified that the meeting was being held in compliance with the Oklahoma Open Meeting Act.

**4. Review, discussion, and possible action concerning the Minutes from the Board's July 18<sup>th</sup>, 2025, regular meeting.**

**Action Taken:** Secretary Shawn Ward made a motion to approve the regular meeting minutes. Vice Chairman David Otwell seconded the motion. Chairman Jason Holt voted yes. Vice Chairman David Otwell voted yes. Secretary Shawn Ward voted yes. Member Cliff Fielding voted yes. Motion carried 4-0.

At 10:03 Member Joel Franks came into the meeting.

**5. Review, discussion, and possible action concerning Intern Specification Review(s) / Applications for licensure / Late Renewal(s) / Applications for licensure by reciprocity.**

A. Suzannahe Smith – Duncan Police Department (Sponsor – Joe Shoemake) completed Polygraph School at Texas Department of Public Safety Law Enforcement Polygraph School – Polygraph Training Program 11/15/2024. Testing done by David Otwell 11/18/2024 – Passed.

**Action Taken:** Vice Chairman David Otwell made a motion to approve 7 specification exams for a total of 26 exams. Member Joel Franks seconded the motion. Chairman Jason Holt voted yes. Vice Chairman David Otwell voted yes. Secretary Shawn Ward voted yes. Member Joel Franks voted yes. Member Cliff Fielding voted yes. Motion carried 5-0.

B. Jimmy Gwartney – Edmond Police Department (Sponsor – Jason Stearns) is in the process of completing the Polygraph School at Texas Department of Public Safety Law Enforcement Polygraph School – Polygraph Training Program 11/15/2024. Testing done by David Otwell 11/18/2024 – Passed.

**Action Taken:** Secretary Shawn Ward made a motion to approve 15 specification exams for a total of 46 exams and approved Jimmy Gwartney for his official Polygraph Licensure. Vice Chairman David Otwell seconded the motion. Chairman Jason Holt voted yes. Vice Chairman David Otwell voted yes. Secretary Shawn Ward voted yes. Member Joel Franks voted yes. Member Cliff Fielding voted yes. Motion carried 5-0.

C. Kari Bumbleburg – Submitted a Reciprocity Application. Polygraph School Certification was completed at The National Polygraph Academy in Indiana – Achieved on 11/12/2021.

**Action Taken:** Member Joel Franks made a motion to deny request of Reciprocity Polygraph License due to lack of additional information that was not received. Secretary Shawn Ward seconded the motion. Chairman Jason Holt voted yes. Vice Chairman David Otwell voted yes. Secretary Shawn Ward voted yes. Member Joel Franks voted yes. Member Cliff Fielding voted yes. Motion carried 5-0.

D. Kevin Kimbrough – Submitted a Reciprocity Application. Polygraph School Certification was completed at Private Protective Services Board in North Carolina – Achieved on 4/20/2023.

**Action Taken:** Member Joel Franks made a motion to deny request of Reciprocity Polygraph License due to lack of additional information that was not received. Secretary Shawn Ward seconded the motion. Chairman Jason Holt voted yes. Vice Chairman David Otwell voted yes. Secretary Shawn Ward voted yes. Member Joel Franks voted yes. Member Cliff Fielding voted yes. Motion carried 5-0.

**6. Public Comments**

**No action taken.**

7. **New Business, if any. The reference is 25 O.S. §311(A)(10) and provides that “new business” means “any matter not known about, or which could not have been reasonably foreseen prior to the time of the posting.”**

**Action Taken:** Chairman Holt made mention that Secretary Shawn Ward was approved to serve another six-year term for the Polygraph Examiners Board.

8. **Adjournment**

**Action Taken:** Chairman Jason Holt asked all board members, "All in favor, say aye," all responded with "aye." Then Chairman Jason Holt asks, "All opposed, say nay," and no board member responded with "nay."

Chairman Jason Holt adjourned the meeting at 10:28 am.