

Drug Dog Advisory Council
K.O. RAYBURN TRAINING CENTER
CLEET
2401 Egypt Rd. Ada, OK 74820
June 13, 2024
11:00 a.m.
Minutes

MEMBERS PRESENT:

Sr. Agent Anthony Moore – Chairman
Asst. Chief Patrick Hawley, Vice-Chairman
Officer Daniel Evans, OKC P.D.
Deputy Chief Troy Newell, Bartlesville P.D.

STAFF PRESENT:

Darry Stacy, Executive Director
Marcus Williams, Assistant Director
Preston Draper, General Counsel
Jason Potter, Operations Manager
Janey Rowden, Chief of Staff
Radford Dew, Field Representative
Elleigh Mills, LE Records Supervisor
Shirley Todd, Recording Secretary

MEMBERS ABSENT:

Officer Jared Johnson, Ardmore P.D.
Captain Lance Schroyer, OHP

VISITOR:

1. Chairman, Sr. Agent Anthony Moore called the meeting to order at 11:00 a.m.

2. **Roll Call**

The roll was taken, the majority of members were present representing a quorum.

3. **Open Meeting Act Compliance**

This meeting is being held in compliance with the Oklahoma Open meetings Act. Notice was given to the Secretary of State on October 16, 2023, and the agenda was posted on June 11, 2024.

4. **Pledge of Allegiance**

Pledge of allegiance was led by Chairman, Sr. Agent Anthony Moore.

5. **Introduction of Guests:**

Discussion: Chairman, Sr. Agent Anthony Moore asked guests to introduce themselves.

6. **Open Meeting Refresher Discussion:**

Discussion: General Counsel Preston Draper gave a brief overview of the Open Meetings Act.

- Link provided to a board member orientation / refresher available for new members. Cataloged for 1 hour of CLEET CE credit.
- Open meetings – in person or virtual.
- Voting. No voting by proxy.
- Minutes – summary of the meeting.

- Things to avoid – group email, group texts, & group phone calls. Always blind copy (members) in emails.
- Executive Session.
- New business defined.
- Posting requirements.

No action required.

7. Approval of Minutes

There was no discussion.

Action Taken: Asst. Chief Patrick Hawley made the motion to approve the minutes as written. Officer Daniel Evans seconded the motion. Sr. Agent Anthony Moore voted yes. Asst. Chief Patrick Hawley voted yes. Officer Daniel Evans voted yes. Deputy Chief Troy Newell voted yes. Motion carried 4-0.

8. DDAC will review to possibly add to Section 2 of the Oklahoma Drug Dog Standards and Guidelines.

A. Should a Canine Team whose certification has lapsed be required to take a refresher?

B. How much time is allowed between completing K9 Handler School and applying for a certification?

Discussion Related to A & B: Council discussed several different options to aid with issue of delayed certification. Including how much time should lapse between finishing handler school and applying for a test. Also, when and if the team will need refresher if delayed with renewal. Staff offered to draft some options to review at next council meeting.

Action Taken on A & B: Officer Daniel Evans made the motion for staff to draft some proposed language to review at next meeting. Asst. Chief Patrick Hawley seconded the motion. Sr. Agent Anthony Moore voted yes. Asst. Chief Patrick Hawley voted yes. Officer Daniel Evans voted yes. Deputy Chief Troy Newell voted yes. Motion carried 4-0.

C. Discuss vetting of K9 Instructors.

Discussion Related to C: Chairman Moore led a brief discussion about vetting K9 Instructors and what types of background matters were relevant under applicable statutes, administrative rules, and the Oklahoma Drug Dog Standards and Guidelines. After brief discussion, DDAC members suggested the topic be tabled until the next meeting.

Action Taken on C: Asst. Chief Patrick Hawley made the motion to table for council to readdress at the next meeting. Officer Daniel Evans seconded the motion. Sr. Agent Anthony Moore voted yes. Asst. Chief Patrick Hawley voted yes. Officer Daniel Evans voted yes. Deputy Chief Troy Newell voted yes. Motion carried 4-0.

9. Drug Dog Advisory Council Vacancy – Sheriff’s Office

Discussion: DDAC reviewed and discussed to appoint Christopher Satterfield to the Council

Action taken: Deputy Chief Troy Newell made the motion to nominate Christopher Satterfield and send it to the CLEET Council for approval. Officer Daniel Evans seconded the motion. Sr. Agent Anthony Moore voted yes. Asst. Chief Patrick Hawley voted yes. Officer Daniel Evans voted yes. Deputy Chief Troy Newell voted yes. Motion carried 4-0.

10. CLEET Update

Discussion: Law Enforcement Supervisor Elleigh Mills told the council there are currently 309 active drug dog teams licenses. She told the council about the Online Registry that is open to the public. She said there are not any changes in the application process, all seems to be running smoothly.

11. Board Comments

There was no discussion.

No action required.

12. Public Comments

There was no discussion.

No action required.

13. New Business

There was no discussion.

No action taken.

10. Adjournment

Action taken: Asst. Chief Patrick Hawley made the motion to adjourn. Officer Daniel Evans seconded the motion. Sr. Agent Anthony Moore voted yes. Asst. Chief Patrick Hawley voted yes. Officer Daniel Evans voted yes. Deputy Chief Troy Newell voted yes. Motion carried 4-0.

Chairman, Sr. Agent Anthony Moore adjourned the meeting at 11:49.