

**Council on Law Enforcement Education and Training**  
**SPECIAL COUNCIL MEETING**  
**Department of Public Safety**  
**Robert E. Lester Training Center**  
**Classroom A**  
**3600 Martin Luther King Ave.**  
**Oklahoma City, OK. 73111**  
**February 22, 2024**  
**10:00 a.m.**  
**MINUTES**

**MEMBERS PRESENT:**

Chief Brandon Berryhill, Chairman, Broken Arrow PD.  
Commissioner Randy Wesley, Chickasaw Nation Vice-Chair  
Director Donnie Anderson, O.B.N.D.D.  
Chief Don Cluck, Tuttle PD  
Lt. Elijah Hass, McAlester PD  
Mr. Russ Higbie  
Dr. Katherine Lang, ECU  
Sheriff Kevin Mitchell, Woodward County SO  
Director Aungela Spurlock, OSBI  
Chief Don Sweger, Guthrie PD  
Commissioner Tim Tipton, DPS  
Sheriff Chris West, Canadian County SO  
Deputy Sheriff Todd Young, Pontotoc County SO

**MEMBERS ABSENT:**

**STAFF PRESENT:**

Darry Stacy, Executive Director  
Marcus Williams, Asst. Director  
Preston Draper, General Counsel  
Jason Potter, Chief of Operations  
Janey Rowden, Chief of Staff  
Tiffany Traylor, Business Manager  
Kevin McCullough, Field Rep Supervisor  
Shelly Lowrance, Recording Secretary  
Radford Dew, Field Rep  
John Marion, Field Rep

**VISITORS PRESENT:**

Tricia Everest, Secretary of Public Safety  
Robert Fisher, OAG  
Phil Williams, OCPD retired  
Chris Slaton, OPIA  
Brandon Clabes, ABLE  
Tony Alvarado, PSAC  
Kyle Hood, Tri County Tech/Bartlesville  
Chief JR Kidney, Tecumseh PD/Advisory

1. Chairman, Chief Berryhill called the meeting to order at 10:00 a.m.

2. **Roll call**

Roll was called and all thirteen members were present.

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 January 4, 2024, and the agenda posted February 20, 2024.

**4. Pledge of Allegiance was led by Sheriff Chris West.**

**5. Introduction of guests**

Discussion: each of the guests introduced themselves and whom they represent.

**6. Open Meeting Refresher**

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

- Link to a board member orientation – refresher or new members. Cataloged for 1 hour of CE.
- 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**

Discussion: Deputy Sheriff Todd Young stated a typo on the draft copy of the minutes from 10/18/23. The vote should have stated motion carried 7-2 (the draft copy read 8-1).

**Action taken:** Director Anderson made a motion to approve the minutes from 10/18/2023 with the correction. Commissioner Wesley seconded the motion. Chief Berryhill voted yes. Commissioner Wesley voted yes. Director Anderson voted yes. Chief Cluck abstained. Lt. Hass voted yes. Mr. Higbie voted yes. Dr. Lang abstained. Sheriff Mitchell voted yes. Director Spurlock voted yes. Chief Sweger abstained. Commissioner Tipton voted yes. Sheriff West voted yes. Deputy Sheriff Young voted yes. Motion carried 10-0 and 3 abstained.

**8. Private Security Advisory Committee Composition**

Discussion: Mr. Christopher Slaton, Midnight Run Services, and serves as president of the OPIA. He gave a brief overview of his career.

**Action taken:** Chief Sweger made a motion to appoint Mr. Christopher Slaton to the Private Security Advisory Committee as the OPIA appointee. Dr. Lang seconded the motion. Chief Berryhill voted yes. Commissioner Wesley voted yes. Director Anderson voted yes. Chief Cluck voted yes. Lt. Hass voted yes. Mr. Higbie voted yes. Dr. Lang voted yes. Sheriff Mitchell voted yes. Director Spurlock voted yes. Chief Sweger voted yes. Commissioner Tipton voted yes. Sheriff West voted yes. Deputy Sheriff Young voted yes. Motion carried 13-0.

## 9. Reports

Discussion: Director Stacy stated the reports consisted of extension of time and actions against peace officers.

There was no discussion.

**No action required.**

## 10. CLEET Financial Report

Discussion: CLEET Business Manager, Tiffany Traylor, reported on the following:

- Penalty fee collections.
- Revolving funds.
- FY 24 budget and expenditures.

Director Stacy reported on the LEDT track repair completion and parking lot/circle drive repair.

**No action required.**

## 11. Review and possible approval of an application by Tri County Tech in Bartlesville, OK. to provide basic peace officer certification training academies and other authorized training as a "Basic Peace Officer Certification Academy institution."

Discussion: Kyle Pool from Tri County Tech stated the association with Bartlesville Police Department and eagerness to join in the BPOC program.

Kevin McCullough gave a summary of campus review.

**Action taken:** Director Anderson made a motion to approve Tri County Tech in Bartlesville as a BPOC institution. Sheriff Mitchell seconded the motion. Chief Berryhill voted yes. Commissioner Wesley voted yes. Director Anderson voted yes. Chief Cluck voted yes. Lt. Hass voted yes. Mr. Higbie voted yes. Dr. Lang voted yes. Sheriff Mitchell voted yes. Director Spurlock voted yes. Chief Sweger voted yes. Commissioner Tipton voted yes. Sheriff West voted yes. Deputy Sheriff Young voted yes. Motion carried 13-0.

## 12. Adoption of Permanent Rules for the following Chapters of OAC 390. Council on Law Enforcement Education and Training:

General Counsel Draper gave a summary of the rules process.

Chapter 1.	Agency Authority and Objectives
Chapter 2.	Administrative Procedures
Chapter 10.	Peace Officer Certification
Chapter 15.	Basic Peace Officer Certification Training
Chapter 20.	Reserve Officer Certification and Training
Chapter 25.	Continuing Law Enforcement Education

- Chapter 35. Regulation of Private Security Industry
- Chapter 55. Facilities Management
- Chapter 60. Regulation Bail Enforcers

### **Chapter 1**

General Counsel Draper gave a summary of the changes in Chapter 1.

There was no discussion.

**Action taken:** Director Anderson made a motion to approve proposed rule changes in chapter 1. Mr. Russ Higbie seconded the motion. Chief Berryhill voted yes. Commissioner Wesley voted yes. Director Anderson voted yes. Chief Cluck voted yes. Lt. Hass voted yes. Mr. Higbie voted yes. Dr. Lang voted yes. Sheriff Mitchell voted yes. Director Spurlock voted yes. Chief Sweger voted yes. Commissioner Tipton voted yes. Sheriff West voted yes. Deputy Sheriff Young voted yes. Motion carried 13-0.

### **Chapter 2**

General Counsel Draper gave a summary of the changes in Chapter 2.

Discussion: Administrative law judge for CLEET is a private attorney from Ada. His name is Josh Edwards and is a well-respected attorney in the community. The contract for administrative law judge is approved by the Attorney General's office.

**Action taken:** Commissioner Wesley made a motion to approve proposed rule changes in chapter 2. Commissioner Tipton seconded the motion. Chief Berryhill voted yes. Commissioner Wesley voted yes. Director Anderson voted yes. Chief Cluck voted yes. Lt. Hass voted yes. Mr. Higbie voted yes. Dr. Lang voted yes. Sheriff Mitchell voted yes. Director Spurlock voted yes. Chief Sweger voted yes. Commissioner Tipton voted yes. Sheriff West voted yes. Deputy Sheriff Young voted yes. Motion carried 13-0.

### **Chapter 10**

General Counsel Draper gave a summary of the changes in Chapter 10.

There was no discussion.

**Action taken:** Sheriff West made a motion to approve proposed rule changes in chapter 10. Chief Sweger seconded the motion. Chief Berryhill voted yes. Commissioner Wesley voted yes. Director Anderson voted yes. Chief Cluck voted yes. Lt. Hass voted yes. Mr. Higbie voted yes. Dr. Lang voted yes. Sheriff Mitchell voted yes. Director Spurlock voted yes. Chief Sweger voted yes. Commissioner Tipton voted yes. Sheriff West voted yes. Deputy Sheriff Young voted yes. Motion carried 13-0.

### **Chapter 15**

General Counsel Draper gave a summary of the changes in Chapter 15.

Discussion: Director Stacy and Asst. Director Williams stated a committee had been formed to discuss this rule (15-1-9) for a possible proposed change.

- Field reps jobs to monitor.
- Techniques.
- CLEET's process for Academy cities and BPOCs.
- Curriculum – process for updated.
- Instructor development.
- Requirements.
- Lead instructor.
- Instructorship in Ada is beneficial.
- Field reps – develop relationships and a priority to alert for updates.
- Verification process.
- Updated techniques that are not being taught correctly.
- Mechanism for accountability.
- Regionally held Train the Trainer / 1 or 2 days.
- CLEET needs more personnel in the field to monitor.

**Action taken:** Sheriff Mitchell made a motion to disapprove proposed rule changes in chapter 15-1-9. Chief Sweger seconded the motion. Chief Berryhill voted yes. Commissioner Wesley voted yes. Director Anderson voted yes. Chief Cluck voted yes. Lt. Hass voted yes. Mr. Higbie voted yes. Dr. Lang voted yes. Sheriff Mitchell voted yes. Director Spurlock voted yes. Chief Sweger voted yes. Commissioner Tipton voted yes. Sheriff West voted yes. Deputy Sheriff Young voted yes. Motion carried 13-0.

**Action taken:** Director Spurlock made a motion to approve proposed rule changes in chapter 15-4-10. Director Anderson seconded the motion. Chief Berryhill voted yes. Commissioner Wesley voted yes. Director Anderson voted yes. Chief Cluck voted yes. Lt. Hass voted yes. Mr. Higbie voted yes. Dr. Lang voted yes. Sheriff Mitchell voted yes. Director Spurlock voted yes. Chief Sweger voted yes. Commissioner Tipton voted yes. Sheriff West voted yes. Deputy Sheriff Young voted yes. Motion carried 13-0.

11:24 a.m. – Director Anderson left the meeting.

11:27 a.m. – Director Anderson returned to the meeting.

## **Chapter 20**

General Counsel Draper gave a summary of the changes in Chapter 20.

Discussion: General Counsel Draper stated 20-1-3 is a proposed revision to the proposed rule changes as published and this is based off a comment received during the public comment period. In Chapter 10, similar language was modified for reciprocity of fulltime peace officers, this change is to modify the language related to reciprocity for reserve officers.

**Action taken:** Director Anderson made a motion to approve proposed rule changes in chapter 20, including a revision to 20-1-3. Director Spurlock seconded the motion. Chief Berryhill voted yes. Commissioner Wesley voted yes. Director Anderson voted yes. Chief Cluck voted yes. Lt. Hass voted yes. Mr. Higbie voted yes. Dr. Lang voted yes. Sheriff Mitchell voted yes. Director Spurlock

voted yes. Chief Sweger voted yes. Commissioner Tipton voted yes. Sheriff West voted yes. Deputy Sheriff Young voted yes. Motion carried 13-0.

### **Chapter 25**

General Counsel Draper gave a summary of the changes in Chapter 25.

Discussion: Council members discussed the proposed language in Rule 25-1-9 and raised concerns that the proposed language did not sufficiently identify the requirements applicable to instructors who would be teaching in approved instructor schools. Members asked General Counsel Draper to provide a redraft of the rule for consideration that included explicit eligibility requirements. General Counsel Draper asked Chairman Berryhill to suspend further discussion of Rule 25-1-9 and to allow him an opportunity to step out of the meeting to prepare updated draft language following the conclusion of the other business in Agenda Item #12. There was no discussion on Rule 25-1-8.

**Action taken:** Dr. Lang made a motion to approve proposed rule changes in chapter 25-1-8. Chief Sweger seconded the motion. Chief Berryhill voted yes. Commissioner Wesley voted yes. Director Anderson voted yes. Chief Cluck voted yes. Lt. Hass voted yes. Mr. Higbie voted yes. Dr. Lang voted yes. Sheriff Mitchell voted yes. Director Spurlock voted yes. Chief Sweger voted yes. Commissioner Tipton voted yes. Sheriff West voted yes. Deputy Sheriff Young voted yes. Motion carried 13-0.

### **Chapter 35**

General Counsel Draper gave a summary of the changes in Chapter 35.

There was no discussion.

**Action taken:** Chief Cluck made a motion to approve proposed rule changes in chapter 35, including a revision to 35-15-1. Dr. Lang seconded the motion. Chief Berryhill voted yes. Commissioner Wesley voted yes. Director Anderson voted yes. Chief Cluck voted yes. Lt. Hass voted yes. Mr. Higbie voted yes. Dr. Lang voted yes. Sheriff Mitchell voted yes. Director Spurlock voted yes. Chief Sweger voted yes. Commissioner Tipton voted yes. Sheriff West voted yes. Deputy Sheriff Young voted yes. Motion carried 13-0.

### **Chapter 55**

General Counsel Draper gave a summary of the changes in Chapter 55.

There was no discussion.

**Action taken:** Commissioner Tipton made a motion to approve proposed rule changes in chapter 55. Chief Sweger seconded the motion. Chief Berryhill voted yes. Commissioner Wesley voted yes. Director Anderson voted yes. Chief Cluck voted yes. Lt. Hass voted yes. Mr. Higbie voted yes. Dr. Lang voted yes. Sheriff Mitchell voted yes. Director Spurlock voted yes. Chief Sweger voted yes. Commissioner Tipton voted yes. Sheriff West voted yes. Deputy Sheriff Young voted yes. Motion carried 13-0.

## **Chapter 60**

General Counsel Draper gave a summary of the changes in Chapter 60.

There was no discussion.

**Action taken:** Chief Sweger made a motion to approve proposed rule changes in chapter 60, including a revision to 60-13-1. Chief Cluck seconded the motion. Chief Berryhill voted yes. Commissioner Wesley abstained. Director Anderson voted yes. Chief Cluck voted yes. Lt. Hass voted yes. Mr. Higbie voted yes. Dr. Lang voted yes. Sheriff Mitchell voted yes. Director Spurlock voted yes. Chief Sweger voted yes. Commissioner Tipton voted yes. Sheriff West voted yes. Deputy Sheriff Young voted yes. Motion carried 12-0 and 1 abstained.

11:38 a.m. – Commissioner Wesley left the meeting.

11:41 a.m. – Commissioner Wesley returned to the meeting.

11:42 a.m. – General Counsel Draper and Janey Rowden left the meeting.

### **13. Private Security Advisory Committee Report**

Discussion: PSAC member Tony Alvarado stated he had no report.

**No action required.**

### **14. Advisory Council Report**

Discussion: Chief JR Kidney, been on the Advisory Council for ten years. We are taking a more active role and have strong membership. Working on the process of filling vacancies.

Director Stacy stated that Chief Kidney will be providing the Criminal Investigation school at CLEET.

**No action required.**

11:52 a.m. – Sheriff West and Chief Sweger left the meeting.

11:56 a.m. – Sheriff West and Chief Sweger returned to the meeting.

11:55 a.m. – Janey Rowden returned to the meeting.

### **15. Director's / Legislative Report**

Discussion: A power point presentation. Director Stacy reported on the following:

- Legislative meetings.
- One Oklahoma Task Force meeting.
- AG Office meeting.
- Attend OACP, OSPOA, and OSA board meetings.
- Attended a Legislative Breakfast in OKC.
- Attended a Legislative Breakfast in Shawnee hosted by Chief Kidney.
- CLEET's Brooke Christian, legislative liaison.
- Attended graduations at Oklahoma City (2), Edmond, Enid, Norman, Tulsa, OHP, Tulsa County, and Lawton.

- Attended a Safety and Security meeting in Tulsa.
- Closing session of the New Chief's training.
- Attended the grand opening at Metro Tech in Oklahoma City.
- Spoke at OU Leadership Program.
- Too Much to Lose Operation attended by Asst. Director Williams.
- Ada Chamber and Ada Jobs Foundation.
- AARC interviews for architect.
- Internal Leadership meetings.
- Advisory, Private Security Advisory Committee, Curriculum Review Board, Drug Dog Advisory Council, Bomb Dog Advisory Council, and Polygraph meetings.
- CLEET new employees.

Jason Potter, Chief of Operations:

- Domestic Violence.
- OHP tactical team and the Chickasaw tactical team.
- Working with the OSBI and DPS on curriculum.
- Certifications.
- Projects: parking lot and FA update.
- Curriculum for CRB meeting on March 26<sup>th</sup>.
- Mental Health certification process.
- CLEET Graduation on February 23<sup>rd</sup>.

Janey Rowden, Chief of Staff:

- Qualification for the private security sector.
- Non-uniform course of fire.
- New employees for Records and Private Security.
- Private Security schools.
- Hard cards – Law Enforcement Records is complete. Private Security proposed to complete by midyear.
- Thentia.
- Suspensions.

Sheriff West asked how many certified working officers in the state?

Janey Rowden answered about 14,000.

12:05 p.m. – Mr. Higbie left the meeting.

12:10 p.m. – Commissioner Tipton and Janey Rowden left the meeting.

12:09 p.m.- Lt. Hass left the meeting.

12:12 p.m. – General Counsel Draper, Janey Rowden, and Lt. Hass returned to the meeting.

Kevin McCullough, Field Rep Supervisor:

- Facilitating and providing training.
- Priority is to be in the field.
- Field reps and office locations.
- BPOCs and three pending.
- PS Qualifications at Metro Tech in Oklahoma City.
- Regional training initiative.



Brooke Christian, Public Information Officer

- Social media update.

**No action required.**

**Return to agenda item 12.**

At 12:15 p.m., Chairman Berryhill returned to Agenda Item #12. General Counsel Draper provided written copies to Council Members of a proposed update, based on earlier discussion, of Paragraph c of Rule 25-1-9, and described the added language to make clear the types of qualifications instructors for instructor schools would be required to have. The updated proposed language is as follows:

**25-1-9 (c)** Request to host school. To host an Instructor School for CLEET certification in either Basic Instructor Development or Specialized Instructor Development, the requesting agency shall complete an Offsite Instructor School application and submit it through the assigned field representative. To be eligible to host an instructor school, the applying entity must have an instructor assigned to the school who has attended and successfully completed the same requirements as a basic academy sills instructor as found in 390:15-1-9 or a basic instructor as found in 390:25-1-10, whichever is applicable.

There was no discussion.

**Action taken:** Chief Sweger made a motion to approve proposed revised rule change in chapter 25-1-9. Commissioner Wesley seconded the motion. Chief Berryhill voted yes. Commissioner Wesley voted yes. Director Anderson voted yes. Chief Cluck voted yes. Lt. Hass voted yes. Dr. Lang voted yes. Sheriff Mitchell voted yes. Director Spurlock voted yes. Chief Sweger voted yes. Sheriff West voted yes. Deputy Sheriff Young voted yes. Motion carried 11-0.

**16. Board Comments**

There was no discussion.

**No action required.**

**17. Public Comments**

There was no discussion.

**No action required.**

**18. Adjournment**

**Action Taken:** Sheriff West made a motion to adjourn. Commissioner Wesley seconded the motion. Chief Berryhill voted yes. Commissioner Wesley voted yes. Director Anderson voted yes. Chief Cluck voted yes. Lt. Hass voted yes. Dr. Lang voted yes. Sheriff Mitchell voted yes. Director Spurlock voted yes. Chief Sweger voted yes. Sheriff West voted yes. Deputy Sheriff Young voted yes. Motion carried 11-0.

Chairman, Chief Berryhill adjourned the meeting at 12:23 p.m.