

**OKLAHOMA STATE POLYGRAPH EXAMINERS BOARD  
REGULAR MEETING**

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

**Friday, October 25, 2024  
10:00 AM**

**Regular Meeting Minutes**

**MEMBERS PRESENT:**

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

**STAFF PRESENT:**

Janey Rowden, Chief of Staff  
Breanna Atkeson, Admin. Tech. Sup.  
Kaitlynne Green, Polygraph Secretary  
Jeremy Day, Private Security Field Rep.

**ABSENT:**

Cliff Fielding, Member

**GUESTS:**

Brian Exinia	Jonathan Santiago
Todd Ward	Jeremy Gore
Noah Ellis	Mark Drummond

**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 Jason 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 19<sup>th</sup> 2024, regular meeting.**

**Action Taken:** Vice Chairman David Otwell made a motion to approve the regular meeting minutes. 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. Motion carried 4-0.

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

A. Brian Exinia – OSBI (Sponsor – Mark Drummond) completed Polygraph School at Northeast Counterdrug Training Center – Polygraph Training Program 8/4/2023. Testing done by Shawn Ward 8/17/2023 – Passed.

**Action Taken:** Member Joel Franks made a motion to approve 7 specification exams for a total of 31 exams. 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. Motion carried 4-0.

B. Jeremy Gore – El Reno Police Department (Sponsor – Todd Ward) completed Polygraph School at Northeast Counterdrug Training Center – Polygraph Training Program 11/13/2023. Testing done by David Otwell 11/13/2023 – Passed.

**Action Taken:** Member Joel Franks made a motion to approve 23 specification exams for a total of 49 exams. 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. Motion carried 4-0. Member Joel Franks made a motion to also approve Jeremy Gore 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. Motion carried 4-0.

C. Noah Ellis – Lawton Police Department (Sponsor – Joe Shoemake) completed Polygraph School at Texas Department of Public Safety Law Enforcement Polygraph School – Polygraph Training Program 3/15/2024. Testing done by David Otwell 3/18/2024 – Passed.

**Action Taken:** Vice Chairman David Otwell made a motion to approve 7 specification exams for a total of 19 exams. Secretary Shawn Ward made seconded the motion. Chairman Jason Holt voted yes. Vice Chairman David Otwell voted yes. Secretary Shawn Ward voted yes. Member Joel Franks voted yes. Motion carried 4-0.

D. Timothy Carlson – Submitted a Reciprocity Application. Polygraph School Certification was completed at Marston Polygraph Academy in San Bernardino, CA– Achieved on 3/11/2022.

**Action Taken:** Member Joel Franks made a motion to deny request of Reciprocity Polygraph License. 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. Motion carried 4-0.

E. Jim Hardy – Submitted a Reciprocity Application. Polygraph School Certification was completed at Texas Dept. of Licensing and Regulation in Texas – Achieved on 5/1/2009. Also achieved Polygraph School Certification, completed at New Mexico Private Investigation and Polygraph Board in New Mexico – Achieved on 2/8/2001.

**Action Taken:** No action was taken; Board made a motion to table Item 5E.

F. Kip Kieso – Submitted a Reciprocity Application. Polygraph School Certification was completed in Kansas - Achieved on 1/18/2010. Also achieved Polygraph School Certifications with American Polygraph Association (APA) in California – Both Achieved in 2010.

**Action Taken:** Vice Chairman David Otwell made a motion to deny request of Reciprocity Polygraph License. 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. Motion carried 4-0.

G. Suzannahe Smith – Duncan Police Department (Sponsor – Joe Shoemake) is in the process of completing the Polygraph School at Texas Department of Public Safety Law Enforcement Polygraph School – Expected Graduation date on 11/15/2024.

**Action Taken:** Vice Chairman David Otwell made a motion to pre-approve Polygraph Intern License once individual passes the Department of Public Safety Law Enforcement Polygraph School and passes the Oklahoma State Exam. 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. Motion carried 4-0.

H. 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 – Expected Graduation date on 11/15/2024.

**Action Taken:** Vice Chairman David Otwell made a motion to pre-approve Polygraph Intern License once individual passes the Department of Public Safety Law Enforcement Polygraph School and passes the Oklahoma State Exam. Secretary Shawn Ward made seconded the motion. Chairman Jason Holt voted yes. Vice Chairman David Otwell voted yes. Secretary Shawn Ward voted yes. Member Joel Franks voted yes. Motion carried 4-0.

6. **Review, discussion, and possible action regarding 2025 meeting dates.** Committee will review and vote on the following proposed meeting dates and select locations of meetings:

**January 17, 2025 at Edmond Police Department at 10:00 a.m.**

**April 18, 2025 at CLEET in Ada, OK at 10:00 a.m.**

**July 18, 2025 at Edmond Police Department at 10:00 a.m.**

**October 17, 2025 at Edmond Police Department at 10:00 a.m.**

**Action Taken:** Vice Chairman David Otwell made a motion to approve the 2025 meeting dates. 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. Motion carried 4-0.

7. **Public Comments**

**No action taken.**

8. **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.”**

**No action taken.**

9. **Adjournment**

**Action Taken:** Vice Chairman David Otwell made a motion to adjourn. 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. Motion carried 4-0.

Chairman Jason Holt adjourned the meeting at 10:45 am.