

**COUNCIL MEETING**  
**Council on Law Enforcement Education and Training**  
**Oklahoma Sheriff's Association**  
**1615 South State St.**  
**Edmond, OK. 73013**  
**April 21, 2021**  
**10:00 a.m.**  
**MINUTES**

**MEMBERS PRESENT:**

Chief Michael Robinson, Chairman, O.S.U. DPS  
Director Donnie Anderson, O.B.N.D.D.  
Chief Brandon Berryhill, Broken Arrow PD  
Lieutenant Kyle Bruce, Stillwater PD  
Sheriff John Christian, Pontotoc County SO  
Mr. Russ Higbie  
Dr. Katherine Lang, ECU  
Sheriff Shannon Smith, Seminole County SO  
Chief Brent Sugg, DPS  
Commissioner Randy Wesley, Chickasaw Nation  
Sheriff Chris West, Canadian County SO

**STAFF PRESENT:**

Earl Morrison, Interim Executive Director  
Preston Draper, General Counsel  
John Parker, Finance Manager  
Shelly Lowrance, Recording Secretary  
Curt Terry, Field Rep.

**MEMBERS ABSENT:**

Director Ricky Adams, Vice-Chairman, OSBI  
Chief Don Sweger, Guthrie PD

**GUESTS:**

Kevin McCullough, OMAG - OACP  
Chief JD Younger – Edmond PD

1. Chairman, Chief Robinson called the meeting to order at 9:57 a.m.

2. **Open Meeting Act Compliance**

This meeting is being held in compliance with the Oklahoma Open Meeting Act. Notice was given to the Secretary of State on October 23, 2020 and the agenda posted April 19, 2021.

3. **Roll Call**

Roll was taken and ten members were present representing a quorum.

4. **Pledge of Allegiance was led by Chief Robinson.**

5. **Introduction of guest**

Discussion: Chairman, Chief Robinson welcomed the guest.

## **6. Approval of Minutes**

There was no discussion.

**Action Taken:** Chief Berryhill made a motion to approve the minutes for the Special Council meeting on January 27, 2021 as written. Mr. Higbie seconded the motion. Chief Robinson voted yes. Director Anderson voted yes. Chief Berryhill voted yes. Lieutenant Bruce voted yes. Sheriff Christian voted yes. Mr. Higbie voted yes. Dr. Lang abstained. Sheriff Smith voted yes. Chief Sugg voted yes. Commissioner Wesley abstained. Motion carried 8-0. Two abstained.

There was no discussion.

**Action Taken:** Mr. Higbie made a motion to approve the minutes for the Special Council meeting on February 18, 2021 as written. Director Anderson seconded the motion. Chief Robinson voted yes. Director Anderson voted yes. Chief Berryhill voted yes. Lieutenant Bruce voted yes. Sheriff Christian voted yes. Mr. Higbie voted yes. Dr. Lang voted yes. Sheriff Smith voted yes. Chief Sugg voted yes. Commissioner Wesley voted yes. Motion carried 10-0.

There was no discussion.

**Action Taken:** Lt. Bruce made a motion to approve the minutes for the Special Council meeting on March 11, 2021 as written. Sheriff Christian seconded the motion. Chief Robinson voted yes. Director Anderson voted yes. Chief Berryhill voted yes. Lieutenant Bruce voted yes. Sheriff Christian voted yes. Mr. Higbie voted yes. Dr. Lang abstained. Sheriff Smith voted yes. Chief Sugg voted yes. Commissioner Wesley abstained. Motion carried 8-0. Two abstained.

## **7. Private Security Composition**

There was no discussion.

**Action Taken:** Director Anderson made a motion to appoint Charles Loughlin (OPIA) to the PSAC. Commissioner Wesley seconded the motion. Chief Robinson voted yes. Director Anderson voted yes. Chief Berryhill voted yes. Lieutenant Bruce voted yes. Sheriff Christian voted yes. Mr. Higbie voted yes. Dr. Lang voted yes. Sheriff Smith voted yes. Chief Sugg voted yes. Commissioner Wesley voted yes. Motion carried 10-0.

10:03 a.m. – Sheriff West entered the meeting.

## **8. Private Security Composition**

There was no discussion.

**Action Taken:** Chief Sugg made a motion to reappoint Neetin Sen (ASIS) to the PSAC. Dr. Lang seconded the motion. Chief Robinson voted yes. Director Anderson voted yes. Chief Berryhill voted yes. Lieutenant Bruce voted yes. Sheriff Christian voted yes. Mr. Higbie voted yes. Dr. Lang voted yes. Sheriff Smith voted yes. Chief Sugg voted yes. Commissioner Wesley voted yes. Sheriff West voted yes. Motion carried 11-0.

## 9. Curriculum Review Board Composition

There was no discussion.

**Action Taken:** Sheriff Christian made a motion to appoint Sheriff Tim Turner, Haskell County Sheriff's Office, to the CRB. Chief Berryhill seconded the motion. Chief Robinson voted yes. Director Anderson voted yes. Chief Berryhill voted yes. Lieutenant Bruce voted yes. Sheriff Christian voted yes. Mr. Higbie voted yes. Dr. Lang voted yes. Sheriff Smith voted yes. Chief Sugg voted yes. Commissioner Wesley voted yes. Sheriff West voted yes. Motion carried 11-0.

There was no discussion.

**Action Taken:** Sheriff West made a motion to appoint Chief Stacey White, Blanchard Police Department, to the CRB. Dr. Lang seconded the motion. Chief Robinson voted yes. Director Anderson voted yes. Chief Berryhill voted yes. Lieutenant Bruce voted yes. Sheriff Christian voted yes. Mr. Higbie voted yes. Dr. Lang voted yes. Sheriff Smith voted yes. Chief Sugg voted yes. Commissioner Wesley voted yes. Sheriff West voted yes. Motion carried 11-0.

There was no discussion.

**Action Taken:** Sheriff Smith made a motion to appoint Captain Jason Ruegge, Oklahoma County Sheriff's Office, to the CRB. Chief Sugg seconded the motion. Chief Robinson voted yes. Director Anderson voted yes. Chief Berryhill voted yes. Lieutenant Bruce voted yes. Sheriff Christian voted yes. Mr. Higbie voted yes. Dr. Lang voted yes. Sheriff Smith voted yes. Chief Sugg voted yes. Commissioner Wesley voted yes. Sheriff West voted yes. Motion carried 11-0.

## 10. Advisory Council Composition

There was no discussion.

**Action Taken:** Sheriff Christian made a motion to reappoint Sheriff Reuben Parker, Jr., Beaver County Sheriff's Office, to the Advisory Council. Sheriff Smith seconded the motion. Chief Robinson voted yes. Director Anderson voted yes. Chief Berryhill voted yes. Lieutenant Bruce voted yes. Sheriff Christian voted yes. Mr. Higbie voted yes. Dr. Lang voted yes. Sheriff Smith voted yes. Chief Sugg voted yes. Commissioner Wesley voted yes. Sheriff West voted yes. Motion carried 11-0.

## 11. Advisory Council Composition

There was no discussion.

**Action Taken:** Chief Berryhill made a motion to reappoint Chief Kendra Brown, SWOSU, to the Advisory Council. Chief Sugg seconded the motion. Chief Robinson voted yes. Director Anderson voted yes. Chief Berryhill voted yes. Lieutenant Bruce voted yes. Sheriff Christian voted yes. Mr. Higbie voted yes. Dr. Lang voted yes. Sheriff Smith voted yes. Chief Sugg voted yes. Commissioner Wesley voted yes. Sheriff West voted yes. Motion carried 11-0.

## **12. Enid – Academy City**

Discussion: Interim Director Morrison stated that the Enid basic academy 2021-01 is requesting permission for outside agencies be able to participate in this academy. The academy limit is twelve students.

General discussion about the benefits and detriments of allowing outside agency participation in an academy city's basic academy. Discussion of previous and current practices and need for CLEET to engage in better audit practices to assess academy cities and other training programs.

**Action Taken:** Sheriff West made an amended motion to approve the Enid academy city request to allow them to accept outside agencies, should there be vacancies, meet statutory requirements &/or CLEET Administrative rules, and receive final approval by the CLEET Director. Director Anderson seconded the motion. Chief Robinson voted yes. Director Anderson voted yes. Chief Berryhill voted yes. Lieutenant Bruce voted yes. Sheriff Christian voted yes. Mr. Higbie voted yes. Dr. Lang voted yes. Sheriff Smith voted yes. Chief Sugg voted yes. Commissioner Wesley voted yes. Sheriff West voted yes. Motion carried 11-0.

## **13. Director and 2021 Legislative Report**

Discussion: Interim Director Morrison addressed the following:

- New Human Resources Specialist started April 19<sup>th</sup>.
- Materials Specialist started on April 5<sup>th</sup>.
- PT Firearms Instructor started April 6<sup>th</sup>.
- Hiring Instructor – Three will be coming to CLEET for classroom presentation on May 3<sup>rd</sup>.
- Academy updates.
- The process of updating the curriculum.
- Auditing teams.
- Thentia software updates.
- Career Techs update.
- SB 242, SB 682, and HB 1026.
- Director Clabes will begin May 17<sup>th</sup>.
- CLEET repairs update.

**No action required.**

## **14. Reports**

There was no discussion.

**No action required.**

## **15. CLEET Financial Report**

Discussion: John Parker, Finance Manager, gave a summary of the financial report.

**No action taken.**

## **16. Mandatory Continuing Education Course Frequency**

- Policies and protocols for responding to sexual assault calls, guidelines for the collection and maintenance of sexual assault kits, and trauma-informed sexual assault response and intervention and
- Investigations of unidentified and missing persons.

Discussion: General Counsel Preston Draper gave a summary of the mandated classes. Because the classes are mandated, CLEET is required to record it. CLEET's recommendation is annual solely based on the technology for CLEET to track the training.

CLEET has developed an online class on each subject available on the CLEET website and are taught in the CLEET basic academy. The intent is to move these to the canvas format.

**Action Taken:** Sheriff Smith made a motion to the frequency of the mandatory CE courses is annual. Commissioner Wesley seconded the motion. Chief Robinson voted yes. Director Anderson voted yes. Chief Berryhill voted yes. Lieutenant Bruce voted yes. Sheriff Christian voted yes. Mr. Higbie voted yes. Dr. Lang voted yes. Sheriff Smith voted yes. Chief Sugg voted yes. Commissioner Wesley voted yes. Sheriff West voted yes. Motion carried 11-0.

Chief Sugg requested to revisit this subject when CLEET has Thentia software in place.

## **17. CLEET Assistant Director**

Discussion: General Counsel Preston Draper stated that Mr. Clabes suggestion is the Council appoint Earl Morrison Interim Assistant Director upon Mr. Clabes taking on the Executive Director position and to remain at his current salary.

**Action Taken:** Sheriff West made a motion to go into Executive Session. Director Anderson seconded the motion. Chief Robinson voted yes. Director Anderson voted yes. Chief Berryhill voted yes. Lieutenant Bruce voted yes. Sheriff Christian voted yes. Mr. Higbie voted yes. Dr. Lang voted yes. Sheriff Smith voted yes. Chief Sugg voted yes. Commissioner Wesley voted yes. Sheriff West voted yes. Motion carried 11-0.

11:16 – Earl Morrison, Preston Draper, Curt Terry, Shelly Lowrance, Kevin McCullough, and JD Younger left the open meeting.

11:33 - Earl Morrison, Preston Draper, Curt Terry, Shelly Lowrance, and Kevin McCullough returned to the open meeting.

**Action Taken:** Sheriff Smith made a motion to come out of Executive Session. Dr. Lang seconded the motion. Chief Robinson voted yes. Director Anderson voted yes. Chief Berryhill voted yes. Lieutenant Bruce voted yes. Sheriff Christian voted yes. Mr. Higbie voted yes. Dr. Lang voted yes. Sheriff Smith voted yes. Chief Sugg voted yes. Commissioner Wesley voted yes. Sheriff West voted yes. Motion carried 11-0.

**ES Action Taken:** Chief Berryhill made a motion to accept the recommendation of the executive director to appoint Earl Morrison as the Interim Assistant Director effective May 17<sup>th</sup> with his current salary and not to exceed one calendar year. Chief Sugg seconded the motion. Chief Robinson voted yes. Director Anderson voted yes. Chief Berryhill voted yes. Lieutenant Bruce voted yes. Sheriff Christian voted yes. Mr. Higbie voted yes. Dr. Lang voted yes. Sheriff Smith voted yes. Chief Sugg voted yes. Commissioner Wesley voted yes. Sheriff West voted yes. Motion carried 11-0.

**18. Board Comments**

Discussion: Sheriff West – it was great to see the Oklahoma Sheriff's Association hosting the meeting.

**No action required.**

**19. Public Comments**

There was no discussion.

**No action required.**

**20. New Business**

There was no discussion.

**No action taken.**

**21. Adjournment**

**Action Taken:** Sheriff Christian made a motion to adjourn. Commissioner Wesley seconded the motion. Chief Robinson voted yes. Director Anderson voted yes. Chief Berryhill voted yes. Lieutenant Bruce voted yes. Sheriff Christian voted yes. Mr. Higbie voted yes. Dr. Lang voted yes. Sheriff Smith voted yes. Chief Sugg voted yes. Commissioner Wesley voted yes. Sheriff West voted yes. Motion carried 11-0.

Chairman, Chief Robinson adjourned the meeting at 11:38 a.m.