

**Polygraph Licensing Advisory Committee**  
**Minutes**  
**January 14, 2015**

The Polygraph Licensing Advisory Committee held a regular meeting on January 14, 2015 at 9:00 a.m. in Room A235 at the Oregon Public Safety Academy in Salem, Oregon.

**Attendees:**

Committee Members:

Sally Jo Donahue – Linn County Sheriff's Office, Chair  
Susan Couch – Salem Police Department  
Richard Cowan – Private Citizen  
Lucinda Gardner – Private Polygraph Examiner  
Katie Suver – Marion County District Attorney's Office  
Derry York – Private Polygraph Examiner

DPSST Staff Members:

Linsay Hale, Standards & Certification Division Director  
Rebecca Hannon, PLAC Support Specialist  
Sharon Huck, Administrative Rules Coordinator

Absent:

Rebecca Martin – Oregon State Police

Old Business

1. Minutes approval for September 10, 2014 meeting
  - o *Dick Cowan moved to approve the minutes. Susan Couch seconded the motion. Motion carried.*

New Business

2. OAR 259-020-0030 – Proposed Rule Change – Denial, Suspension or Revocation of Licenses  
Presented by Sharon Huck

Sharon presented proposed language to clarify the Department's complaint procedure. The rule language has been updated to clearly define the Department's process for handling complaints and allegations involving polygraph examiners and examiner trainees. Minor housekeeping changes were also made for consistency.

- o *Dick Cowan moved to recommend to the Board filing the proposed language with the Secretary of State as a proposed rule and to file it as a permanent rule if no comments are received. Susan Couch seconded the motion. Motion carried.*
  - o *By consensus, the Committee found no significant fiscal impact on small businesses.*
3. Scott Sudaisar – Oral Examination

Scott appeared before the Committee for the oral portion of his general license exam. Scott passed the written portion of the exam in October 2014. After reviewing Scott's recent work and asking questions

about the written portion of the exam, the PLAC gave Scott some suggestions on how to continue improving his skills.

o *Dick Cowan moved to approve Scott's general license. Derry York seconded the motion. Motion carried unanimously.*

4. Paul Scott – Request for an Extension of Trainee License

Paul did not appear at the meeting as schedule. His trainee license has expired.

5. Blair Becker – Request for an Extension of Trainee License

Blair appeared before the Committee to request an extension of her trainee license. The Committee reviewed Blair's work to date and identified several areas of concern with regards to question formulation, chart reading and the general organization of her files and log. The Committee members discussed temporarily extending Blair's license until the next regularly scheduled meeting and with significant oversight on her work by Committee members. The PLAC agreed that substantial improvement must be evident by the next meeting.

o *Dick Cowan moved to approve a temporary extension of Blair's trainee license to the next regular scheduled meeting on May 13, 2015, with Committee oversight of her work. Lucinda Gardner seconded the motion. Motion carried unanimously.*

6. Citizen Complaint – Review

On December 5, 2014, DPSST received a citizen complaint against polygraph examiner Sally Jo Donahue. As the PLAC Chair, Ms. Donahue recused herself from all discussion of the matter and exited the meeting during the Committee's review and deliberation of the complaint. PLAC members reviewed the various points of the complaint and were unable to identify any violation of the Oregon Revised Statutes (ORS) or Oregon Administrative Rules (OAR) over which DPSST has jurisdiction.

o *By consensus the Committee recommends closing the matter administratively, since they could find no violation of the ORS or OAR.*

7. Adjournment

o *Dick Cowan moved to adjourn the meeting. Derry York seconded the motion. Meeting adjourned.*

Next Meeting:

- o May 13, 2015
- o 9:00 a.m.
- o Room A235



Signature

05/13-15

Date