

Board on Public Safety Standards and Training (BPSST or the Board) Meeting Minutes

April 24, 2025

The Board on Public Safety Standards and Training held a regular meeting at 9:00 a.m. on Thursday, April 24, 2025, in the Governor Victor G. Atiyeh Boardroom at the Department of Public Safety Standards and Training located at 4190 Aumsville Hwy SE, Salem, Oregon. Chair Matt English called the meeting to order at approximately 9:03 a.m.

Board members present in-person and by Video/Teleconference:

Matt English, Chair, Oregon State Sheriff's Association
DaNeshia Barrett, Vice-Chair, Non-Management Law Enforcement
Martha Bennett, League of Oregon Cities
Jennifer Cameron, Non-Management Parole & Probation
Casey Coddling, Superintendent, Oregon State Police
Mark Daniel, Oregon Association of Chiefs of Police – (Teams)
Michael Fletcher, APCO-NENA
A.J Jackson, Interim Chief, Portland Fire & Rescue – (Teams)
Jeromy Hasenkamp, Private Security Industry – (Teams)
Dan Lenzen, Private Security Industry – (Teams)
Scotty Nowning, Non-Management Law Enforcement
Mike Reese, Director, Department of Corrections
Mariana Ruiz-Temple, Oregon State Fire Marshal
Mo Young, Public Member – (Teams)

Board Members Absent:

James Adams, Oregon State Fire Fighters Council
Maria Caballero Rubio, Public Member
Jack Carriger, Oregon Volunteer Firefighters Association
Robert Day, Portland Police Bureau
Chris Heppel, Oregon Fire Chief's Association
Morry Jones, Public Member
Joseph Morneau, Oregon Fire District Director's Association
Doug Olson, Federal Bureau of Investigation
Terry Rowan, Oregon State Sheriff's Association
Andrew Shearer, Oregon Association of Chiefs of Police

DPSST Staff:

Phil Castle, Agency Director
Kathy McAlpine, Deputy Director
Audra Anderson, Chief of Staff
Kayla Ballrot, Fire Program Manager
Kathy Fink, Criminal Justice Program Manager

Jennifer Howald, Legislative and Rules Coordinator
Jennifer Levario, Professional Standards Manager
Sam Tenney, Communications Coordinator
Juan Lopez, Executive Support Specialist
Shelby Wright, Executive Assistant to the Director

1. Introductions

- *Chair English introduced himself and invited everyone in attendance to state their name and position for the record.*

2. *Meeting Minutes

Approve the January 23, 2025, Meeting Minutes

- *Chair English asked for consensus to approve the January 23, 2025, meeting minutes. A consensus was reached to approve the minutes as written.*

3. Fire Policy Committee

a. Fire Policy Committee Update – Kayla Ballrot, Fire Training Program Manager

- *Program Manager Kayla Ballrot, notified the Board that at the last Fire Policy Committee (FPC) meeting, the FPC reviewed three cases, no-action cases, and this update is the first of many upcoming program activities. The committee also has a new appointment for consideration before the Board on the agenda.*

b. *Consent Agenda (The following items to be ratified by one vote).

A. *John Cota, DPSST No. 44136; Tenmile RFPD – No Action

Unanimous vote to recommend to the Board by the FPC on February 26, 2025.

B. *Jesse McFarland, DPSST No. 44129; Scio RFPD – No Action

Unanimous vote to recommend to the Board by the FPC on February 26, 2025.

C. *Rhett Sunia, DPSST No. 41600; Coburg RFPD – No Action

Unanimous vote to recommend to the Board by the FPC on February 26, 2025.

D. *Proposed Rule Changes for OAR 259-009-0005, OAR 259-009-0062, and OAR 259-009-0065

Minimum Standard on Professional Qualifications for Firefighters

E. *Committee Appointments

Fire Policy Committee

- Levi Hopkins – Forest Protection Agencies, Appointment to the FPC, 1st term effective April 24, 2025.

- *Member Ruiz-Temple motioned to approve the Fire Consent Agenda, as presented. Member Codding seconded the motion. A vote was taken by roll call and the motion was passed unanimously by the Board.*

4. Criminal Justice Policy Committees

a. Police Policy Committee Update – Scotty Nowning, Chair

- *Chair Nowning reported that the Police Policy Committee held a regularly scheduled meeting on February 20, 2025, where they reviewed nine administrative closures and three discretionary cases, one of which was returned to DPSST staff for more information. The next Police Policy Committee meeting is scheduled for May 22, 2025.*

b. Telecommunications Policy Committee Update – Michael Fletcher, Chair

- *Chair Fletcher reported that the Telecommunications Policy Committee met on February 5, 2025, where they reviewed five administrative closures and one discretionary case. The committee also approved changes to the Telecommunicator Field Training Manual, the Telecommunicator Guidebook, and the proposed changes for OAR 259-008-0085. The committee will meet again on May 7, 2025.*

c. Corrections Policy Committee Update – Matt English, Chair

- *Chair English reported that the Corrections Policy Committee met on February 11, 2025, where they reviewed five discretionary cases and one administrative closure. The committee also approved changes to the Career Officer Development Self-Study Curriculum and accompanying OAR 259-008-0085. The next meeting will be held on May 13, 2025.*

d. *Consent Agenda (The following items to be ratified by one vote)

A. *Randall Broome, DPSST No. 56468; Lane County Sheriff's Office – No Action
Unanimous vote to recommend to the Board by the CPC on February 11, 2025.

B. *Bradley McIntyre, DPSST No. 35126; Portland Police Bureau – Revoke
Unanimous vote to recommend to the Board by the PPC on February 20, 2025.

C. *Rafael Munoz, DPSST No. 60210; DOC/Coffee Creek Correctional Facility – Revoke
Unanimous vote to recommend to the Board by the CPC on February 11, 2025.

D. *Tyler Odom, DPSST No. 52085; Frontier Regional 9-1-1 – Revoke
Nine (9) to one (1) vote to recommend to the Board by the TPC on February 5, 2025.

E. *Jeremiah Oswald, DPSST No. 60805; Washington County Sheriff's Office – Revoke

Unanimous vote to recommend to the Board by the PPC on February 20, 2025.

F. *Matthew Paton, DPSST No. 44975; Marion County Sheriff's Office – Revoke

Unanimous vote to recommend to the Board by the CPC on February 11, 2025.

G. *Jeremy Pilon, DPSST No. 54019; Newberg-Dundee Police Department – No Action

Unanimous vote to recommend to the Board by the PPC on February 20, 2025.

H. *Marcus Risteen, DPSST No. 58653; Yamhill County Sheriff's Office – No Action

Unanimous vote to recommend to the Board by the CPC on February 11, 2025.

I. *Shelli Taleghani, DPSST No. 60679; DOC/Two Rivers Correctional Institution – Revoke

Unanimous vote to recommend to the Board by the CPC on February 11, 2025.

J. *Approval for Changes to the Corrections Career Officer Development Self-Study Curriculum M23-25A

K. *Proposed Rule Changes for Oregon Administrative Rule (OAR) 259-008-0085

Codifying Board Approval of the Revisions to the Corrections Career Officer Development Self-Study Course

L. *Approval for Changes to the Telecommunicator Field Training Manual and Addition of the Telecommunicator Guidebook

M. *Proposed Rule Changes for Oregon Administrative Rule (OAR) 259-008-0085

To Adopt the 2024 Telecommunicator Field Training Manual

N. *Committee Appointments

Telecommunications Policy Committee

- Kathryn Fischer – Representing Telecommunicators, Appointment to the TPC, 1st term effective April 24, 2025.

- *Member Reese motioned to approve the Criminal Justice Consent Agenda, as presented. Vice-Chair Barrett seconded the motion. A vote was taken by roll call and the motion was passed unanimously by the Board.*

5. Private Security/Investigator Policy Committee

a. Private Security Investigator Policy Committee Update – Dan Lenzen, Chair

- *Chair English reminded the Board that the Private Security/Investigators Policy Committee met on February 18, 2025, and reviewed the informational updates on fee increases along with a new applicant and Chair for the Private Investigator Subcommittee. The next meeting is scheduled for May 20, 2025.*

b. *Consent Agenda (The following to be ratified by one vote).

A. *Committee Appointments

Private Security/Investigators Policy Committee

- Helena Snyder – Currently Licensed Private Investigator, Appointment to the PSIPC, 1st term effective July 26, 2025.
- Travis Ralph – Armed Security Representative, Appointment to the PSIPC, 1st term effective July 27, 2025
- *Vice-Chair Barrett motioned to approve the Private Security/Investigators Consent Agenda, as presented. Member Nowning seconded the motion. A vote was taken by roll call and the motion was passed unanimously by the Board.*

6. *Board on Public Safety Standards and Training Chair and Vice-Chair Nominations – Kathy McAlpine

Director Castle and Deputy Director McAlpine began by recognizing the three Board members whose terms will expire before the next scheduled meeting in July. Specifically, Director Castle highlighted Vice-Chair Barrett's six-year tenure with the Board and Committees, during which she has meticulously offered her time and expertise, and congratulated Chair English on his reliable professionalism during his nine-year tenure. Similarly, DPSST was proud to acknowledge that Chair-English was honored with the 2025 Western States Sheriff of the Year and reminded the Board of Sergeant Barrett's bright future within law-enforcement. Chair English and Vice-Chair Barrett thanked each other and the Board and encourage them to keep seeking excellency in public safety standards.

- *Member Nowning motioned to nominate member Codding as the new Chair of the BPSST owing to his extensive background in Oregon law enforcement along with his reliability and engagement as the Vice-Chair of the Police Policy Committee. Member Ruiz-Temple seconded the motion. A vote was taken by roll call and the motion was passed unanimously by the Board.*
- *Member Ruiz-Temple motioned to nominate member Heppel as the new Vice-Chair of the BPSST to ensure the Fire discipline is well represented on this important Board. Vice-Chair Barrett seconded the motion. A vote was taken by roll call and the motion was passed unanimously by the Board.*

7. Public Safety Memorial Fund Board Membership – Kathy McAlpine

Deputy Director McAlpine presented the vacancies on the Public Safety Memorial Fund Board caused by Chair English and Vice-Chair Barrett's departure, noting that two members are required to fill their seats pursuant to statute. Eligible members include Casey Codding, Mark Daniel, Robert Day, and Terry Rowan.

- *Member Daniel was nominated as the police officer representative to the PSMFB by consensus of the Board.*
- *Member Reese was nominated as the corrections personnel representative to the PSMFB by consensus of the Board*

8. Annual Director's Evaluation – Chair English

Chair English prepared a letter for the Board's approval based on responses received for Agency Director Castle's annual evaluation. Chair English noted that the responses to the survey continue to be overwhelmingly positive and explained this year's alteration of using Gallup to conduct the survey enterprise-wide for all Agency Heads.

Member Ruiz-Temple noted that the responses received from individuals outside the scope of the Board say a lot about Director Castle's incredible work as a leader. Chair English also thanked the Director for his service.

- *The letter was approved via consensus by the Board, and the prepared document will subsequently be submitted to the Governor for review.*

9. Agency Updates – Agency Director, Phil Castle

Director Castle began by expressing his appreciation to staff and the Board for their continued hard work and his desire of being held accountable by the Board on Public Safety Standards & Training in lieu of his annual evaluation. The Board was also informed about DPSST's budget testimony, in which Chair English participated on the agency's behalf. DPSST's budget has gained a lot of support, especially within the Governor's Recommended Budget, and a timeline for committee approval is forthcoming.

Furthermore, there are three historic names to be added to the Law Enforcement Memorial Wall at the annual ceremony in May, and Deputy Director McAlpine thanked the agencies who tracked the oversight and provided DPSST with the required engraving information.

10. Next Meeting Date: July 24, 2025, at 9:00 a.m.

- *With no further items or questions to discuss, Chair English adjourned the meeting at approximately 9:43 a.m.*

Administrative Note:

These minutes reflect the order of the discussion/voting items as they appear on the official meeting agenda. The actual order in which they were discussed may vary.