

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

July 24, 2025

The Board on Public Safety Standards and Training held a regular meeting at 9:00 a.m. on Thursday, July 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. Vice-Chair Chris Heppel called the meeting to order at approximately 9:09 a.m.

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

Chris Heppel, Vice-Chair, Oregon Fire Chief's Association
Martha Bennett, League of Oregon Cities
Jennifer Cameron, Non-Management Parole & Probation
Jack Carriger, Oregon Volunteer Firefighters Association
Mark Daniel, Oregon Association of Chiefs of Police – (Teams)
Michael Fletcher, APCO-NENA
Morry Jones, Public Member – (Teams)
Dan Lenzen, Private Security Industry
Joseph Morneau, Oregon Fire District Director's Association – (Teams)
Scotty Nowning, Non-Management Law Enforcement
Mike Reese, Director, Department of Corrections
Mariana Ruiz-Temple, Oregon State Fire Marshal – (Teams)
Mo Young, Public Member – (Teams)

Board Members Absent:

Casey Coddling, Chair, Superintendent, Oregon State Police
Robert Day, Portland Police Bureau
Jeromy Hasenkamp, Private Security Industry
A.J Jackson, Interim Chief, Portland Fire & Rescue
Doug Olson, Federal Bureau of Investigation
Terry Rowan, Oregon State Sheriff's Association

DPSST Staff:

Phil Castle, Agency Director
Marie Atwood, Professional Standards Director
Kathy Fink, Criminal Justice Program Manager
Suzy Herring, PPCL Program Manager
Jennifer Howald, Legislative and Rules Coordinator
Jennifer Levario, Professional Standards Manager
Juan Lopez, Executive Support Specialist
Sam Tenney, Communications Coordinator
Shelby Wright, Executive Assistant to the Director

Guests:

Abigail Dollins, Statesman Journal

Isabelle Funk, Statesman Journal

Nick Hunter, Marion County Sheriff's Office

1. Introductions

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

2. *Meeting Minutes

Approve April 24, 2025, Meeting Minutes

- *Member Daniel motioned to approve the April 24, 2025, meeting minutes, as presented. Member Fletcher seconded the motion. A vote was taken by roll call where the motion passed unanimously by the Board with one (1) abstention.*

3. Fire Policy Committee

a. Fire Policy Committee Update – Chris Heppel, Chair

- *Chair Heppel reported that the Fire Policy Committee (FPC), did not hold a regularly scheduled meeting on May 28, 2025, due to a lack of agenda items. The next regularly scheduled FPC meeting will take place on August 27, 2025.*

4. Criminal Justice Policy Committees

a. Police Policy Committee Update – Scotty Nowning, Chair

- *Chair Nowning reported that the Police Policy Committee (PPC), held a regularly scheduled meeting on May 22, 2025, where they reviewed eight (8) administrative closures and five (5) discretionary cases. The next regularly scheduled Police Policy Committee will take place on August 21, 2025.*

b. Telecommunications Policy Committee Update – Michael Fletcher, Chair

- *Chair Fletcher reported that the Telecommunications Policy Committee (TPC), held a regularly scheduled meeting on May 7, 2025, where they reviewed one (1) administrative closure. The committee also approved changes to the Telecommunication Curriculum Advisory Committee, and nominated Ronda Griffin for the Applicant Review Committee (ARC). The next regularly scheduled meeting will take place on August 6, 2025.*

c. Corrections Policy Committee Update – Jennifer Cameron, Interim Chair

- *Interim Chair Cameron reported that the Corrections Policy Committee (CPC), held a regularly scheduled meeting on May 13, 2025, where they reviewed two (2) administrative closures and six (6) discretionary cases. Two cases were returned to staff for further review and John Frost was nominated for the Applicant Review Committee (ARC). The next regularly scheduled meeting will take place on August 12, 2025.*

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

A. *Chris Barnhart, DPSST No. 42754; DOC/Eastern Oregon Correctional Institution – Revoke

Unanimous vote to recommend to the Board by the CPC on May 13, 2025.

B. *Phillip Barrier, DPSST No. 60490; Lane County Sheriff's Office – Revoke

Unanimous vote to recommend to the Board by the CPC on May 13, 2025.

C. *Randy Clark, DPSST No. 23388; Central Point Police Department – Revoke

Unanimous vote to recommend to the Board by the PPC on May 22, 2025.

D. *James Damon, DPSST No. 44535; DOC/South Fork Forest Camp – Revoke

Unanimous vote to recommend to the Board by the CPC on May 13, 2025.

E. *Almedina Javor, DPSST No. 61328; Columbia River Inter-Tribal Police Department – Revoke

Unanimous vote to recommend to the Board by the PPC on May 22, 2025.

F. *Jeffrey Kienlen, DPSST No. 30358; The Dalles Police Department – Revoke

Unanimous vote to recommend to the Board by the PPC on May 22, 2025.

G. *Alan Lynn, DPSST No. 31664; Albany Police Department – No Action

Unanimous vote to recommend to the Board by the PPC on May 22, 2025.

H. *Kent van der Kamp, DPSST No. 44640; Deschutes County Sheriff's Office – Revoke

Unanimous vote to recommend to the Board by the PPC on May 22, 2025.

I. *Committee Appointments

Telecommunications Policy Committee

- Dave Piercy – Oregon State Police, Appointment to the TPC, 1st term effective July 24, 2025.
- Rosa Antoine – Association of Public Safety Communications Officers, 2nd term effective October 26, 2025.
- Gary Bell – Oregon Association of Chiefs of Police, 2nd term effective October 28, 2025.

- *Member Bennett motioned to approve the Criminal Justice 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.*

5. Private Security/Investigator Policy Committee

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

- *Chair Lenzen reported that the Private Security/Investigators Policy Committee (PSIPC), did not hold a regularly scheduled meeting on May 20, 2025, due to a lack of agenda items. The next regularly scheduled meeting is scheduled for August 19, 2025.*

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

A. *Committee Appointments

Private Security/Investigators Policy Committee

- Edward Flaa – Alarm Monitor Representative, Appointment to the PSIPC, 1st term effective July 27, 2025.
- Scott Creager – Private Business or Governmental Entity Representative, Appointment to the PSIPC, 2nd term effective October 26, 2025.

B. *Workgroups and Rulemaking Advisory Committees

- *Member Daniel motioned to approve the Private Security/Investigators Consent Agenda, as presented. Member Carriger seconded the motion. A vote was taken by roll call and the motion was passed unanimously by the Board.*

6. Legislative Update – Jennifer Howald

Legislative Coordinator, Jennifer Howald, provided the Board members with an overview of the policy bills from the 2025 Legislative Session that have a direct impact on DPSST's programs and operations. Regarding agency requested bills, and with the Board's pre-approval, DPSST requested two legislative concepts for the 2025 session. The first is House Bill 2916, relating to membership on the Fire Policy Committee. This bill was passed and provided a technical fix to the language that describes the committee member position representing fire instructors.

DPSST requested this change because the old language refers to a state-wide fire instructor association that no longer exists. The new language therefore allows for the fire instructor representative in question to be recommended by fire training associates. The second bill is House Bill 2926, which DPSST requested to close a gap in the public safety officer professional standards case processes.

Under current authority, DPSST must defer review of cases when the public safety professional is no longer employed and was not certified at the time of the separation of employment. Those deferred cases have become a hurdle for applicants and hiring agencies

alike. Through this bill, DPSST was requesting a legislative change that would allow the agency to complete its review and the professional standards case process.

Regardless of the separation of employment, the bill did not pass during the legislative session and DPSST will have to continue to defer these cases until a person has been rehired. However, the bill was positively received in the House and Senate Judiciary Committees, where it received unanimous votes, and it was subsequently referred to the Ways & Means Committee, where there was simply not enough time to process the bill during the end of this year's very busy legislative session.

Moving on to policy bills that came from legislators, Senate Bill 300 changed the definition of a private security entity. The definition is used to determine who is required to have a private security entity license, and under the enabling legislation, any person who employed private security providers needed to be licensed. Under this bill, only entities that provide private security services to others need to be licensed. This is often referred to as "contract private security services."

DPSST will present recommended proposed rule changes to the Private Security/Investigators Policy Committee (PSIPC) in August. The rule changes will update our definitions in administrative rules to match the new definition that is in law. These rule changes will also go through a public comment process and come back to the Board in October for final approval.

Moreover, House Bill 2183 is another private security related bill. Under the previous agenda item, the Board approved formation of a Workgroup for the implementation of this bill. This bill directs DPSST to adopt rules that establish a procedure for recognizing prior law enforcement experience toward the training requirements that are necessary to obtain certification as a private security professional.

The rules must identify eligibility requirements for the applicants, which training courses can have the substitution for experience, and any other requirements for demonstrating knowledge or necessary skills. The Workgroup recommendations would consequently be forwarded to the PSIPC and then to the Board for final approval.

Continuing on, House Bill 2551 directs public universities to ensure that they have requested background information from DPSST and that they review the information before they commission a special, campus security officer. This bill came about because employees at public universities are considered state employees and state employees are exempt from the licensure requirements for private security professionals.

DPSST already administers a regulatory records check for our criminal justice safety officers, and the agency would be modeling this same process. The university would contact the agency, notify staff of their applicant's information, the agency will conduct its database searches for complaints and professional standards cases, and in turn provide any available records that for a given name.

House Bill 3569 affects the rule making process. DPSST's practice of forming Workgroups to review standards, update recommendations, rule changes, and curriculums essentially perform the function of a rule making advisory committee. Moving forward, when a rule making advisory committee is formed to implement new legislation, that agency must send the chief bill sponsor or committee chair to participate in that advisory committee.

After each legislative session, the Center for Policing Excellence (CPE), and the DPSST Training Division staff review legislative changes to criminal laws in motor vehicle code to identify any revisions that need to be made to the basic curriculums. The curriculums are updated

accordingly, and these are considered minor revisions that do not have a significant impact on Board-approved, course-subject hour breakdown.

There were no bills that created or changed any of the basic training requirements or the maintenance training requirements for public safety professionals. However, there are always bills that impact human resources, procurement, and other business operations. As a state agency, DPSST will update its internal policies and practices in accordance with the direction it receives from the Department of Administrative Services. There were also no bills at the operational level that had a fiscal impact on the agency.

A brief relay of the outcome for the agency's budget this session correlates to House Bill 5032, DPSST's primary budget bill. This provided a base budget of \$90 million total funds, and 184 positions – a 1.7% increase over current service levels. It included a carry-over of the funds that we are using for structural repairs on the Training Village building. \$64 million is funded from the criminal fines account (CFA).

Lastly, the DPSST fee increases for the private security providers, entities, and investigators passed and were approved. The end of session budget bills that the legislature passes provided DPSST with \$3.9 million for our Learning Management System, and \$3.7 million for deferred maintenance of facility repairs.

7. Agency Updates – Agency Director, Phil Castle

Director Castle began the agency updates by thanking the Board members and staff in attendance, while also introducing DPSST's new Professional Standards Division Director, Marie Atwood, to her first Board meeting. The campus recently hosted a series of successful events including a Fire Service Memorial, an interdisciplinary, behavioral health symposium (which will be done annually moving forward), and an informative, defensible space demonstration in the campus village to showcase fire safety in collaboration with the Oregon State Fire Marshal.

Additionally, the agency hosted its first ever Youth Academy, which is DPSST's foray into connecting with younger generations and inspiring interest in public safety careers. Approximately 42 students attended this event, with strong feedback and participation as a result, and Director Castle made a personal note to thank Marion County Sheriff, Nick Hunter, for his partnership in this activity. DPSST looks forward to hosting and expanding on this event for next year.

DPSST recently received its quarterly forecast from the CPE data team. The agency plans to remain in place in terms of law enforcement training needs and are not projected to run another 60-person class soon, although it is prepared to if need be. This also means that DPSST is well within its statutory obligation in terms of enrollment, with a 30-day wait time for Basic Police training. The agency also hired a new Dean of Students, Gerod Rayburn, who brings campus-wide and New York State Trooper experience to his new position.

Director Castle also mentioned his attendance at this year's International Association of Directors of Law Enforcement Standards and Training (IADLEST) conference in North Carolina, where he had an opportunity to connect with his contemporaries in the field. Director Castle was subsequently appointed as the Western Regional Director, encompassing 12 different states, and mentioned that he will be attending the next upcoming meeting in his new capacity in October 2025.

DPSST assumes its responsibility as a state agency, and it is always in search of self-improvement. IADLEST has an accreditation process, which the agency will invite to evaluate its CPE and Professional Standards divisions. This process will last approximately 6 months, and the results will be shared accordingly.

Finally, Division Director Atwood took the opportunity to briefly introduce herself to the Board members and noted Ben Hamilton's transition to his new role as a Criminal Justice Certification Program Manager. The Professional Standards team is also embarking on a new case management system.

DPSST currently uses ACADIS, which also has case management software that staff believe they can utilize to streamline their processes and make them more accessible to constituents. This has the potential to change DPSST's business model, and examples include prompts such as how a member of the public files a complaint online, or how constituents and law enforcement professionals can access their own records. Of course, more information is forthcoming.

8. Next Meeting Date: October 23, 2025, at 9:00 a.m.

- *With no further items or questions to discuss, Vice-Chair Heppel adjourned the meeting at approximately 9:39 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.