

# Telecommunications Policy Committee Minutes

## August 6, 2025

The Telecommunications Policy Committee of the Board on Public Safety Standards and Training held a regular meeting on August 6, 2025, at the Oregon Public Safety Academy in Salem, Oregon. Chair, Michael Fletcher called the meeting to order at 9:00 a.m.

### **Committee Members:**

Michael Fletcher, Chair, APCO-NENA  
Rosa Antoine, Association of Public Safety Communications Officials  
Travis Ash, Oregon State Sheriff's Association  
Gary Bell, Oregon Association of Chiefs of Police  
Kathryn Fisher, Line-Level Communicator  
Ronda Griffin, APCO-NENA, EMS Section  
Brandon Hamilton, Oregon Fire Chief's Association  
Noah Juarez, Line-Level Communicator  
Rebecca Long, Emergency Medical Services & Trauma Rep  
Greg Martin, Public Member

### **Committee Members Absent:**

None

### **Guests:**

None

### **DPSST Staff:**

Phil Castle, Director  
Marie Atwood, Professional Standards Division Director  
Ben Hamilton, Criminal Justice Program Manager  
Melissa Lang-Bacho, Professional Standards Compliance Coordinator  
Jennifer Levario, Professional Standards Compliance Coordinator  
Cindy Park, Professional Standards Compliance Coordinator  
Jennifer Howald, Administrative Rules Coordinator  
Kathy Fink, Telecommunications Program Coordinator  
Kathy McAlpine, Deputy Director  
Erica Riddell, Criminal Justice Support Specialist  
Juan Lopez-Hernandez, Executive Support Specialist



### **1. Introductions**

Introductions of members, guests and staff.

### **2. Approve May 7, 2025 Meeting Minutes**

A Consensus was reached to approve the May 7<sup>th</sup>, 2025, Meeting Minutes.

### 3. **McKenzie, Samuel (63038) Certification Review: Telecommunications/Emergency Medical Dispatch**

Presented by Jennifer Levario, Professional Standards Compliance Coordinator

#### *Reason for Discretionary Review*

The Department opened a professional standards case upon receipt of an F28 Criminal History Reporting form from Samuel McKenzie, a certified Emergency Medical Dispatcher and Telecommunicator, stating that he was cited for Hit and Run on October 4, 2024, in Bend, Oregon. The Department obtained Police Reports and a citation that reported the incident occurring on October 1st. On January 16, 2025, McKenzie pled guilty to Failure to Perform Duties of Driver-Property Damage as part of a plea agreement with the Crook County District Attorney's office.

On April 11, 2025, the victim signed a civil compromise acknowledging that McKenzie had fully satisfied the damage caused to her vehicle in the amount of \$200.00.

On April 14, 2025, the Crook County Circuit Court dismissed the charges against McKenzie pursuant to the civil compromise.

On February 18, 2025, McKenzie was terminated from the Prineville Police Department (PPD) where he was employed as a dispatch director. The F4s Personnel Action Separation form from the PPD said McKenzie was terminated following an administrative investigation into allegations of off-duty conduct that were criminal in nature and revealed policy and Code of Ethics violations.

<i>Policy Committee Discussion/Vote</i>	<i>Second</i>	<i>Vote</i>	<i>Outcome</i>
A consensus was reached to adopt the record.			
<p>The Telecommunications Policy Committee found the following moral fitness violations and factors:</p> <p><i>Moral Fitness Violations:</i></p> <ul style="list-style-type: none"><li>• Dishonesty: McKenzie was intentionally dishonest with the Bend Police Department and internal affairs investigators by claiming he did not know he hit a parked car next to him, which a reasonable person would say, in light of the preponderance of evidence, he did. This conduct was intentionally misleading and a reckless disregard for the truth.</li><li>• Misuse of Authority: The committee did not identify sufficient evidence of misuse of authority.</li><li>• Misconduct: McKenzie violated criminal law and has a criminal disposition for <i>Failure to Perform Duties of Driver-Property Damage</i>.</li></ul> <p><i>Aggravating Factors:</i></p> <ul style="list-style-type: none"><li>• As director of the dispatch center, McKenzie should have known better and set a better example of behavior.</li></ul>			

<p>McKenzie was dishonest with the Bend Police Department and internal affairs investigators, which compromised his credibility in any court proceeding.</p> <p><i>Mitigating Factors:</i></p> <ul style="list-style-type: none"> <li>• McKenzie did reach a civil compromise which made the victim whole.</li> <li>• McKenzie did eventually take responsibility for his actions when he entered a plea of guilt to the <i>Failure to Perform Duties of Driver-Property Damage</i> charge.</li> </ul>			
<p>A consensus was reached to confirm the identified aggravating and mitigating factors.</p>			
Travis Ash moved that the Police Policy Committee affirm the moral fitness violations as presented.	Noah Juarez	11 ayes; 0 nays	Motion Passed Unanimously
Greg Martin moved, after considering the identified violations of the Board's moral fitness standards and weighing the aggravating and mitigating circumstances unique to this case, that Board action should be taken against McKenzie's certifications.	Gary Bell	11 ayes; 0 nays	Motion Passed Unanimously
Gary Bell moved, after considering the totality of the case, that McKenzie be ineligible to hold public safety certification for 5 years.	Travis Ash	10 ayes; 1 nays	Motion Passed

#### 4. **Proposed Rule Changes for Oregon Administrative Rules (OAR) 259-006-0010**

Presented Jennifer Howald, Administrative Rules Coordinator

The Applicant Review Committee (ARC) was established in 2020 based on recommendations that came from the 2019 Criminal Justice Background Investigation Workgroup. The first ARC meeting was held in February 2021. The standards and processes that were adopted have been successful in streamlining and expediting professional standards cases for new public safety professionals with pre-employment criminal dispositions.

In 2023, DPSST formed a workgroup to review all of the criminal justice moral fitness standards and processes. The Workgroup recently reviewed the pre-employment standards and processes associated with the ARC. This included a discussion related to ARC membership and appointment. After reviewing the current ARC membership requirements, the Workgroup recommended the following changes:

- Change the Board member position from a public member to any Board member.

- Changing the designation from public member to any member does not preclude a public member from the Board or a Policy Committee from being nominated and appointed to the ARC.
- Remove the experience requirement for an ARC member to have completed a term on a Policy Committee before serving on ARC.
- Remove language regarding the option to vacate a policy committee member position.

*{Consensus reached approving the fiscal impact statements provided by the Department.}*

*Brandon Hamilton moved to recommend the Board on Public Safety Standards and Training approve filing the proposed rule changes for OAR 259-006-0010 as a permanent rule. Dave Piercy seconded the motion. The motion passed unanimously.*

## **5. Proposed Rule Changes for Oregon Administrative Rule (OAR) 259-008-0085 (20)**

Presented by Jennifer Howald, Administrative Rules Coordinator

OAR 259-008-0085 (20) states that public safety officers are required to successfully complete the basic training course to meet the minimum standards for certification. This includes completing the course in its entirety and meeting the student performance measures. The Department recognizes that there are circumstances that result in student absences such as court appearances, short-term illnesses, and injuries. There are also circumstances when the Department must modify a course schedule to address severe weather conditions or instructor scheduling. Over time, differing interpretations regarding absences, course schedule modifications, and the remediation of missed training have caused inconsistencies in application of the current rule language.

After reviewing the rule history and current practices to determine how to clarify the rule and its interpretation moving forward, DPSST identified the following key points. All missed training, regardless of cause, must be remediated. While some remediation may be effectively completed in less time than originally scheduled, particularly when delivered one-on-one, certain topics or skills may necessitate hour-for-hour completion. The essential requirement is that the public safety officer receives the full breadth of training content included in the Board-approved course. Staff do not have discretion in determining whether missed instruction requires remediation; all missed training must be reviewed and completed as directed by the Department.

*{Consensus reached approving the fiscal impact statements provided by the Department.}*

*Dave Piercy moved to recommend the Board on Public Safety Standards and Training approve filing the proposed rule changes for OAR 259-008-0085 (20) as a permanent rule. Greg Martin seconded the motion. The motion passed unanimously.*

## **6. Agency Updates**

Presented by Phil Castle, Director

- Director Phil Castle took a moment to thank the Telecommunications Policy Committee members and DPSST staff for their continued effort and dedication to the Committee.
- Director Phil Castle and the Telecommunications Policy Committee took an opportunity to recognize committee member Rebecca Long for her service and dedication to the TPC as her term has now come to an end. We wish her luck in her next endeavors.

- DPSST is in the early stages of implementing a new learning management system for the DPSST Academy. More information will be available to the policy committees as DPSST staff begin to update processes.

## **7. Agency Updates**

Presented by Kathy McAlpine, Deputy Director

- The Agency Compliance Reviews that are available in the committees packets will be seeing a format change moving forward. DPSST staff will now list updated percentages for agencies who are below the 100% compliance goal. Agencies will not be removed from the list until they have achieved the 100% compliance goal.
- The Center for Policing Excellence (CPE) will be attending committee meetings in the future to present updates for the academy.

## **8. Telecommunications Program Updates**

Presented by Kathy Fink, Telecommunications Program Coordinator

- DPSST had their first challenge of the Telecommunications course. The process was very successful, and the individual was able to go through the process in a timely manner.
- The village experience is going to be updated for Telecommunications students attending the Basic Telecommunication course at DPSST. Class BT149 will be piloting this update with a future Basic Police course to provide more training opportunities for Basic Telecommunications students. To counteract the downtime that Telecommunications students are currently experiencing, they will have the opportunity to ride along with officers practicing in the village and will have a chance to hear real time dispatch calls and gain new perspectives on calls they will be placing in the future. In addition, there will be new tabletop exercises introduced in the classrooms that will cover any missed topics down in the village and each will be followed by a debrief with the students and instructors.
- DPSST will be introducing a new uniform change for Basic Telecommunications students attending the academy. They will now have the options to wear either their DPSST uniform or business casual attire to class. Currently Basic Emergency Medical Dispatch students are allowed this flexibility so DPSST wanted to extend that to Telecommunications as well.

## **9. Professional Standards Updates**

Presented by Marie Atwood, Professional Standards Division Director

- Professional Standards Division Director Marie Atwood also took an opportunity to thank committee members and staff for their commitment to the amount of work that needs to take place in order for the committees to run as smoothly as they do.
- Ben Hamilton was introduced as the new Criminal Justice Program Manager; the section is happy to have him join the team and are excited for the future of the section.
- The DPSST Criminal Justice Professional Standards unit is embarking on a new case management system to align with the learning management system that the DPSST Academy currently utilizes. We are hopeful that it will streamline some of the processes that we currently go through and think that it will be just what the section needs to alleviate some of the extra work that professional standards cases require.

**10. Next Telecommunications Policy Committee Meeting: November 5, 2025 at 9:00 a.m.**

*Administrative Notes:*

*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.*

*All documents reviewed and discussed in this meeting are subject to Oregon Public Records Law (ORS 192.410 to ORS 192.505). These documents can be requested by contacting DPSST at [dpsst.records@dpsst.oregon.gov](mailto:dpsst.records@dpsst.oregon.gov).*