

# **Board on Public Safety Standards and Training Executive Committee Meeting Minutes Draft June 9, 2016**

The Executive Committee of the Board on Public Safety Standards and Training held a teleconference meeting at 1:30 p.m. on Thursday, June 9, 2016 at the Department of Public Safety Standards and Training in Salem, Oregon. Chair Kent Barker called the meeting to order at 1:32 p.m.

## **Board Members Present:**

Kent Barker, Chair of the Board and Police Policy Committee  
Joe Seibert, Chair of Fire Policy Committee  
Bill Geiger, Chair of the Private Security/Investigators Policy Committee  
Kelly Dutra, Chair of the Telecommunications Policy Committee

## **Board Members Absent:**

Brian Burger, Chair of the Corrections Policy Committee

## **DPSST Staff:**

Eriks Gabliks, Director of the Department of Public Safety Standards and Training  
Linsay Hale, Professional Standards Division Director  
Jennifer Howald, Rules and JTA Compliance Coordinator  
Theresa Janda, Executive Assistant to the Director

## **Guests:**

Jason Myers, Board on Public Safety Standards and Training and Corrections Policy Committee

### Chair's Report and Administrative Announcement

“This is a public meeting subject to the public meeting laws and will be tape recorded.”

## **1. Minutes from September 10, 2015**

Approve Minutes for September 10, 2015

*Kelly Dutra moved to approve the Minutes as written. Joe Seibert seconded the motion. The motion carried with a unanimous vote.*

## **2. Private Security/Investigator Policy Committee appointments**

Approve the 2<sup>nd</sup> term appointments of the following Private Security/Investigator Policy Committee members – Carol Coates, Raymond Byrd, and Donovan Beard and the 1<sup>st</sup> term appointment of Steven Swenson – as shown below:

- Carol Coates – reappointment to the PSIPC, term effective 6/12/16
- Raymond Byrd – reappointment to the PSIPC, term effective 7/23/16
- Donovan Beard - re-appointment to the PSIPC, term effective 10/23/16
- Steven Swenson – new appointment to the PSIPC, replaces Jim Gibson, term effective 6/12/16

*Bill Geiger moved to approve the appointments of the PSIPC Committee members for the terms as requested. Kelly Dutra seconded the motion. The motion carried with a unanimous vote.*

### **3. Public Safety Fund Memorial Board appointments**

Approve the appointments of Jeff Hering, Brian Wolfe, and Patricia Connolly to the PSFMB as described below:

- Jeff Hering – new appointment, to replace Mike Wells on the PSMFB, term effective 6/30/16
- Brian Wolfe – new appointment to replace Rich Evans on the PSMFB, term effective 6/30/16
- Patricia Connolly – new appointment to replace Joe Seibert on the PSMFB, term effective 6/30/16

*Bill Geiger moved to approve the appointments of the members to the PSMFB as requested. Joe Seibert seconded the motion. The motion carried with a unanimous vote.*

### **2. \*OAR 259-008-0020 and OAR 259-009-0010 – Proposed Rule Change– Social Security Numbers.**

Jennifer Howald reviewed the details of the proposed rule change. DPSST requested a review by the Department of Justice regarding its use and storage of Social Security Numbers to ensure compliance with state and federal law. DOJ concluded that DPSST needs to modify its forms and practices to be in compliance with the law. The proposed rule change will strike language containing references to Social Security numbers from the Criminal Justice Rule and Fire Rule. DPSST will also audit all forms to make sure the language is in compliance on forms for use by our Constituents.

Action Item 1: Determine whether to recommend filing the proposed language for OAR 259-008-0020 and OAR 259-009-0010 with the Secretary of State as a proposed rule.

Action Item 2: Determine whether to recommend filing the proposed language with the Secretary of State as permanent if no comments are received.

*Bill Geiger made a motion to approve Action Item 1 & 2 as so stated. Kelly Dutra seconded the motion. With no further discussion, the motion carried with a unanimous vote.*

Action Item 3: Determine whether there was any significant fiscal impact on small businesses.

*The members found there to be no fiscal impact on small businesses.*

### **3. \* OAR Chapter 259 Division 008 – Proposed Rule Change – Housekeeping**

In review of the Chapter 259 Administrative Rule and our forms, inconsistencies were found in the use of the term department head and use of the term agency head. Agency head is not found in our definitions and department head is, so the proposed language recommends to change all of the language to department head. DPSST will do a complete audit of forms to ensure consistency with this Rule.

Action Item 1: Determine whether to recommend filing the proposed language for Chapter 259 rules with the Secretary of state as a proposed rule.

Action Item 2: Determine whether to recommend filing the proposed language with the Secretary of State as a permanent rule if no comments are received.

*Kelly Dutra made a motion to approve action items 1 & 2 as so stated. Joe Seibert seconded the motion. With no further discussion, the motion carried with a unanimous vote.*

Action Item 3: Determine if this creates a significant fiscal impact on small businesses.

*The members found there to be no fiscal impact on small businesses.*

#### **4. Directors Update**

Director Gabliks gave a brief update to the Executive Committee.

- Linsay has received notice that all of our Legislative Concepts approved by the Board have been approved by the Governor's Office and will be moving forward.
- DPSST is also working on its budget for the 2017/19 biennium, which will be available at the Board meeting in July.
- Todd Anderson submitted his retirement notice to DPSST this week, with an effective date of July 15, 2016.

#### **4. Next Meeting – August 11, 2016 at 1:30 p.m.**

With nothing further to come before the Committee, Chair Barker adjourned the meeting at 1:43.