



**Ohio Peace Officer Training Commission Meeting  
May 12, 2022**

Held at 1650 State Rt. 56 S.W., London, Ohio 43140

Meeting was held in the cafeteria

**Minutes – May 12, 2022**

**A. Opening- Call to Order Vice-Chair, Chief Clayton Harris** called the meeting to order at 10:02 a.m.

He stated that he would be conducting the meeting in the absence of Chair Stanforth. Lieutenant James Fitsko lead the Pledge of Allegiance. Mrs. Lopez-DeLaet called the roll call.

**Commissioners Present:**

Vice-Chair, Chief Clayton Harris  
Ms. Carol O'Brien  
Colonel Richard Fambro  
Lieutenant James Fitsko  
Sheriff Michael Heldman  
Ms. Wynette Carter-Smith

**Commissioners Absent:**

Chair, Sheriff Vernon Stanforth  
Ms. Leah Amstutz  
Chief George Kral

**Ms. Lopez-DeLaet** confirmed there was a quorum with 6-Present, 3-Absent

**Attorney General Staff in Attendance:**

Mr. Dwight Holcomb, Executive Director - OPOTC  
Erica Wilson, Director of Curriculum Development - OPOTC  
Courtney Delong, Director of Professional Standards - OPOTC  
Louis Agosta, Accreditation Manager - OPOTC  
Scott Reinbolt, Program Administrator - OPOTC  
Cynthia Peterson, Principal Assistant Attorney General - OPOTC

Deana Leffler, Senior Assistant Attorney General - OPOTC  
Laura Lopez-DeLaet - OPOTC Staff  
Teresa Coffey - OPOTC Staff  
James Foster - AGO staff  
Jonathan Banks - AGO staff  
Carol Simon - OPOTC Staff  
Michael Walton - Associate Assistant Attorney General - AGO  
Garret Anderson - Assistant Attorney General - AGO

**Guests in Attendance:**

Chuck Crosby - Sinclair Community College  
Matthew Dickey - Dayton Police Department  
Charles Henry - Sentry Security Solutions  
Bill Holland - Summit County Sheriff's Office  
Douglas Clinage - Medina County LETA  
Amber Rose - Columbus Police Department

**Director Holcomb** announced that the meeting was going to be a live broadcast through Microsoft Teams. He stated that it was a one-way broadcast; individuals would be able to see and hear the meeting, but that it was not two-way interactive.

**Vice- Chair Harris** announced there was a set of minutes to approve.

**Motion: A motion for the approval of the January 13, 2022 minutes by Ms. O'Brien. Sheriff Heldman seconded the motion. A vote was taken and passed unanimously. Yes-6, Absent- 3.**

**B. Chair Report**

**Vice-Chair Harris** announced the retirement of Commissioner S.A.C. Eric Smith effective April 30, 2022.

**C. Continuing Professional Training Committee Report**

**Sheriff Heldman** stated he had been fielding some calls. He had some discussions with Director Holcomb about the Use of Force.

**Erica Wilson** stated the Use of Force written lesson plan will be posted today on OHLEG. The online lesson plan for Use of Force was in production with our communications department. The lesson plan is expected to be released in the next week or two.

#### **D. Curriculum Committee Report**

**Sheriff Heldman** stated there was a curriculum meeting held that morning dealing with emergency curriculum related to the CCW (concealed carry weapons).

**Erica Wilson** announced that there was an emergency update for Senate Bill 215, which is the changes in the CCW. This will effect two lesson plans, the Stops and Approaches and Other Offenses. There will be no SPO changes and no test questions being changed. We did add the new language from Senate Bill 215.

**Deana Leffler** explained that the crux of the Senate Bill are the constitutional carry provisions which allow qualified adults and people who meet that legal and statutory definition to carry concealed firearms in the same manner as if they had an Ohio CCW or CCH (concealed carry handgun) permit. She stated that there was an extensive legal review done, and they are finalizing an online module.

**Sheriff Heldman** mentioned that one of the things that stuck out to him was that if one officer goes up to a car and asks if there is a weapon and the civilian tells that officer, and then later additional officers arrive, the civilian is not responsible for telling all the officers. So, the first officer responding will have to make sure other officers are notified at the scene. This is something that is going to have to be taught in the academy.

**Sheriff Helman** also mentioned that the information from the last curriculum meeting held in March was not discussed with the Commission and asked Erica Wilson to review what was discussed.

**Erica Wilson** stated that in the March meeting we discussed CPT and how we put the Cultural Humility-Diversity, Inclusion and Equity lesson plan on hold, and it is now available on OPOTA Online. We also discussed having a January curriculum release of 2023 instead of a July release of 2023. However, now we might be pushing it back to a standard July release.

Erica stated that the discussion is to release nine lesson plans in January, and if we push it to July it may be more. That will be a discussion at a future Commission meeting.

#### **E. House Committee Report**

**Colonel Fambro** stated there was nothing new to report.

#### **F. Legislative Committee Report**

**Lieutenant James Fitsko** stated he had three items to cover.

1. Senate Bill 215- will create a need to adjust our curriculum. The bill eliminates the requirement for the person who carries a gun to notify the officer when they have contact. Officers now need to ask.
2. House Bill 11 Officer Database- this would require the Attorney General to create a Law Enforcement officer database for hiring eligibility. It had a committee hearing in the House and State and local government on 3/22/2022 and it was continued. The bill is being monitored.
3. House Bill 134 Officer Training- requires Peace Officers to complete training on de-escalation techniques, implicit bias, procedural justice, mental health issues, first aid and critical injuries, to require information regarding mental health resources and available support be provided to peace officers annually, and to make an appropriation. The bill is being monitored.

## G. Commission and Academy Report

**Director Holcomb** reported some staffing changes. Richard Hardy was promoted to Assistant Executive Director, which opened up the position of Director of Professional Standards. That position was filled by Courtney DeLong. Ms. DeLong has been with OPOTA for a number of years. Dan Ozbolt the Director of Advanced Training resigned as of April 15, 2022. OPOTA is now in the process of looking to fill that position. The application period closed yesterday.

The 2022 Law Enforcement Conference is scheduled for October 6-7. It will be held in Downtown Columbus at the Hyatt. Staff has been working for months already on developing the workshops, scheduling panelists and guest speakers, and setting up contracts.

The Gold Star Academy Program continues to grow. The Polaris Career Center became the tenth academy to apply and be approved. The Attorney General visited several academies last month and presented the star designations.

**Director Holcomb** also spoke about the OPOTA portal. He stated the next phase of the portal will be the launching of public records access. It will allow you to view publicly available information. All personal and confidential information on the portal has been redacted. This access will allow someone to search by officer, employment, and separations. To access complete agency rosters, get information about active agencies, as well as have a tab for other public record requests.

**Director Holcomb** spoke about how he has been traveling around the state meeting with different chiefs, and sheriffs talking about CPT. He is trying to get the information out about CPT, discussing the online classes and trying to be informative. He requested if anyone knows of a group that they feel he should speak with to please let him know.

**Scott Reinbolt** gave a brief summary of the regional provider program and the different locations. He stated that the program was started under the assumption that OPOTA had advanced training course material that was classroom ready and could easily be distributed to the regional providers. It was discovered that the material is not ready for distribution. OPOTA's curriculum development team is working to gather, review, and update a number of the advanced training course materials before they go out to the regional providers. Some regional providers have also begun to develop their own curriculum.

The regional provider program scheduled several CPT classes at the different regional sites and found they had very low registration. When they spoke with law enforcement administrators it was determined that the online CPT option was more cost effective for the agencies.

**Erica Wilson** gave an update on the advanced training material currently being worked on in the curriculum department. She stated there are four lesson plans that are downtown for legal review. There is a list of other lesson plans to update for officers and providers. The updates are data driven and content should be within three to five years unless it's foundational or historical case law.

**Director Holcomb** talked about how in the past curriculum design mainly focused on basic curriculum development and advanced training had their own separate development. That has now changed and curriculum design will be focusing on all curriculum which will lead to consistency in the formatting, design and delivery of the material.

**Courtney DeLong** talked about changes in the Professional Standards section. When students successfully pass their state certification exam, their certificates will be sent directly to the student rather than going to the commander for a signature. The commander will be copied when the student is sent the certificate so that everyone will have a copy for their records.

Another change is the process for prior equivalency training determination. OPOTA will no longer require applicants to be appointed with an agency before they can complete the prior equivalency training analysis. An additional change is that federal experience will now be accepted for our prior equivalency training.

**Louis Agosta** gave a brief overview of the 2022 Fallen Officer's Memorial Ceremony that was held on May 5, 2022. The ceremony honored five officers who lost their lives in the line of duty in 2021, as well as one historical inductee. He spoke about the participation from C.O.P.S. (concerns of police survivors) and the luncheon they provided to the fallen officer's families. OPOTA was very appreciative of their participation.

**Cynthia Peterson** spoke about the legal process at OPOTA. She stated that Deana Leffler handles all lesson plans, including basic, advanced training, CPT, roll call refreshers, etc. Cynthia stated that her own duties are to answer questions that come in from the public, commanders, officers, etc. Cynthia also processes the legal portion of the web checks. She stated a big portion of her duties are the public record requests. It was determined that last year OPOTA/C received more record requests than all of the other Attorney General sections combined.

#### **H. New Business**

**Motion: Colonel Fambro made a motion that the 119 hearing being held May 12, 2022 at 1:00 p.m. could be held without a quorum of Commissioners. Ms. Wynette Carter-Smith second the motion. A vote was taken and passed unanimously. Yes- 6, Absent- 3.**

#### **I. Old Business**

**Vice- Chair Harris** asked if there was any old business to discuss. Hearing none, that concluded the old business report.

#### **J. Guest Forum**

**Charles Henry** stated that he spoke at the Commission meeting in January about the delay with private security certifications. He wanted to thank the Commission, as he feels like that process has improved. He stated that Butler Tech informed him that they were getting their certificates in about a weeks' time. Mr. Henry reiterated the change is much appreciated, and wanted to say thank you.

Mr. Henry also stated that if OPOTA was seeking help with any curriculum concerns and wanted to reach out to private security for recommendations and changes he would be more than happy to help.

#### **K. Adjournment**

**Motion: A motion to adjourn was made by Ms. O'Brien. The motion was seconded by Ms. Wynette Carter-Smith. A vote was taken and passed unanimously. Yes- 6, Absent- 3.**

**The meeting stands Adjourned.**

**Time: 10:33 a.m.**

A handwritten signature in blue ink, appearing to read "Vernon P. Stanforth". The signature is written in a cursive style with a horizontal line underneath the name.

**Chair Vernon Stanforth**

**These transcripts are not verbatim. Audio recordings are available upon request.**