

**FY'22 Budget Performance Review  
Council on Law Enforcement Education and Training 415**

**Lead Administrator: Eddie Campa**

**Lead Financial Officer: John Parker**

**Agency Mission**

To provide the citizens of Oklahoma with peace officers who are trained to be professional, ethical, conscientious, sensitive to needs of the public, knowledgeable and competent in identified learning objectives; and to protect the public by regulating private security in the State of Oklahoma through education and licensing requirements and to ensure licensees practice within the provision of the law.

**Division and Program Descriptions**

**Division 10 - Administration**

The purpose of this program is to provide management and administrative operations necessary for the function of the agency. Operations will be accomplished through the internal budget process, which will be reviewed via an evaluation of performance measures designed to initiate, abolish or revise academic and operational programs. Activities within this program include the collection and reconciliation of approximately \$6 million annually in fees; preparation of purchase orders and contracts; processing of claims and disbursements of warrants for the same; inventory management of assets and disposable inventory items; budget preparation, revisions and management. The goal is to ensure compliance with state rules and laws governing fiscal activities and generally accepted accounting principles. CLEET serves as the central depository for Oklahoma Law Enforcement training and certification records. Resources will be used effectively and efficiently in creating and maintaining government records. Property management is included in the sub-activity of Facilities. This includes building and grounds maintenance, provides for daily operation, preventative maintenance, planned maintenance and future development of areas on campus to expand training opportunities. The goal is to comply with state and federal regulations regarding facilities, and to provide safe and operational facilities to conduct agency business.

**Division 20 - Certification**

An individual must be certified by CLEET to serve as a full-time or reserve peace officer in Oklahoma. The primary purpose of the CLEET Basic Academy is to prepare new officers for a career in law enforcement. The requirements for certification are set both by State statute and Administrative rule. CLEET conducts basic academy training for municipal, county and state officers. Eight agencies have been approved to conduct their own academy due to the size of their departments and complexity of training issues. However, only seven of those agencies are currently conducting academies. The agency certifies reserve officers who have full police powers, but shall serve not more than 140 hours per calendar month. CLEET provides administrative oversight for reserve academies and administers examinations. Approximately 18 reserve academies are conducted across the state annually, with an average of 15 to 20 students per academy. CLEET provides Oklahoma peace officers mandated continuing and advanced training to enhance officer skills to better serve the citizens of and visitors to Oklahoma. Officers must be prepared to handle increasing diversity in communities and learn new skills to adapt to modern police issues that are complex and global. Training courses are selected based upon direct input from chiefs, sheriffs and officers. This program also monitors compliance for reporting employment changes and completion of annual continuing education required for officers to retain their certification. Complaints against peace officers are investigated for the purpose of withdrawing certification. We intend to achieve our goals and potential as a top-ranked training facility focused on academic excellence and student achievement. We intend to provide excellent instruction in basic and continuing education for Oklahoma peace officers; continually upgrade course content with the latest research and policing techniques; and develop courses to adapt to the ever-changing needs of law enforcement. As part of the educational plan, the procedures for course and test development and revisions will be formalized with assistance from the Curriculum Review Board established in Title 70 O.S. 3311 (B)(16).

**Division 30 - Licensing**

The Council is responsible for establishing standards for the employment, licensing, training and regulatory functions of the Oklahoma Security Guard and Private Investigator Act and the Bail Enforcement and Licensing Act. Our goal is to reassure citizens that individuals who hold a state license issued under either of these acts are screened for disqualifying criminal records and they are knowledgeable of learning objectives and law as it relates to routine tasks they are expected to perform. A final goal of the program is to monitor and take action against those individuals who violate provisions of these acts.

**Division 88 - Information Services**

The purpose of the program is to provide information technology assets and supports for the function of the agency. This program provides management of the software containing certification records, licensing records and financial deposits; technology infrastructure and network capabilities; all telecommunications; and compliance with OMES-ISD standards and requirements.

**Division 90 - Training Center**

The purpose of this program is to provide a training facility that is utilized to provide law enforcement training to basic academy and continuing education students. It is also used to enter and maintain all peace officer and private security training records for the State. The facility provides classrooms, dormitories, a firearms range and LEDT driving track that are used to accomplish the mission of the agency. Also, a full service kitchen and dining area are included that serves all basic academy and continuing education students two meals per day on Tuesday – Friday. CLEET serves as the central depository for Oklahoma Law Enforcement training and certification records. Resources will be used effectively and efficiently in creating and maintaining government records. Property management is included in the sub-activity of Facilities. This includes building and grounds maintenance, provides for daily operations, preventative maintenance, planned maintenance and future development of areas on campus to expand training opportunities. The goal is to comply with state and federal regulations regarding facilities, and to provide safe and operational facilities to conduct agency business.

**FY'21 Budgeted Department Funding By Source**

Dept. #	Department Name	Appropriations	Federal	Revolving	Local <sup>1</sup>	Other <sup>2</sup>	Total
1001010	Administration	\$ 862,729					\$ 862,729
1001020	Facilities	\$ 591,392		\$ 1,632,142			\$ 2,223,534
2002010	Training	\$ 1,041,631		\$ 600,249			\$ 1,641,880
2002020	Continuing Education	\$ 242,158		\$ 14,900			\$ 257,058
2002040	Standards	\$ 312,010		\$ 19,650			\$ 331,660
2002050	Active Shooter					\$ 100,000	\$ 100,000
3003010	Private Security			\$ 398,756			\$ 398,756
3003030	Self Defense Act			\$ 17,857			\$ 17,857
8801010	Information Services	\$ 320,915					\$ 320,915
8801050	Broadband Enhancement					\$ 28,687	\$ 28,687
9000001	Training Center			\$ 100,000			\$ 100,000
<b>Total</b>		<b>\$ 3,370,835</b>	<b>\$0.00</b>	<b>\$ 2,783,554</b>	<b>\$0.00</b>	<b>\$ 128,687</b>	<b>\$ 6,283,076</b>

"Other" funding: Grants from Oklahoma Department of Homeland Security

**FY'20 Carryover by Funding Source**

	Appropriations	Federal	Revolving	Local <sup>1</sup>	Other <sup>2</sup>	Total
Carryover	\$ 40,000	\$0.00	\$0.00	\$0.00	\$0.00	\$ 40,000

**What changes did the agency make between FY'20 and FY'21?**

**1.) Are there any services no longer provided because of budget cuts?**

We are no longer able to provide regional training meetings or regional planning meetings across the state. We are no longer able to provide continuing education training which is required by State Legislative mandate.

**2.) What services are provided at a higher cost to the user?**

Due to the lack of financial investment the State of Oklahoma has invested in law enforcement training and with the current climate and attitude towards law enforcement, the cost of services has doubled due to the volume of requests for law enforcement reform and establishment of new curricula.

**3.) What services are still provided but with a slower response rate?**

Continuing education, number of academies per year due to lack of staff, adoption of a 21st century policing model curriculum due to a lack of curriculum specialists and staff needed to research, adopt, and implement such, and agency audits and violation investigations. The processing of security guard licensing is moving slower due to a lack of staff and increased volume of applications. This is exacerbated by working with an archaic database management software.

**4.) Did the agency provide any pay raises that were not legislatively/statutorily required?**

No, only those needed due to promotions.

**FY'22 Requested Funding By Department and Source**

Dept. #	Department Name	Appropriations	Federal	Revolving	Other <sup>1</sup>	Total	% Change
1001010	Administration	\$ 862,729				\$ 862,729	0%
1001020	Facilities	\$ 591,392		\$ 1,632,142		\$ 2,223,534	0%
2002010	Training	\$ 1,041,631		\$ 600,249		\$ 1,641,880	0%
2002020	Continuing Education	\$ 242,158		\$ 14,900		\$ 257,058	0%
2002040	Standards	\$ 312,010		\$ 19,650		\$ 331,660	0%
2002050	Active Shooter				\$ 100,000	\$ 100,000	0%
3003010	Private Security			\$ 398,756		\$ 398,756	0%
3003030	Self Defense Act			\$ 17,857		\$ 17,857	0%
8801010	Information Services	\$ 320,915				\$ 320,915	0%
8801050	Broadband Enhancement				\$ 28,687	\$ 28,687	0%
9000001	Training Center			\$ 100,000		\$ 100,000	0%
<b>Total</b>		<b>\$ 3,370,835</b>	<b>\$0.00</b>	<b>\$ 2,783,554</b>	<b>\$ 128,687</b>	<b>\$ 6,283,076</b>	<b>0%</b>

1. Please describe source(s) and % of total of "Other" funding for each department:

FY'22 Top Five Operational Appropriation Funding Requests								
Priority	Request Description							Request Amount
Request 1: Technology upgrades								\$ 80,746
Request 2: Cafeteria costs								\$ 150,000
Request 3: LEDT vehicle replacement								\$ 60,000
<b>Top Five Request Subtotal:</b>							<b>\$ 290,746</b>	
<b>Total Increase above FY-21 Budget (including all requests)</b>							<b>\$ 290,746</b>	
Difference between Top Five requests and total requests:							\$0	
Does the agency have any costs associated with the Pathfinder retirement system and federal employees?								
No								
How would the agency be affected by receiving the same appropriation for FY '22 as was received in FY '21? (Flat/ 0% change)								
A flat appropriation may result in a reduced budget due to decreasing funds in the Peace Officer Revolving Fund to fund training expenses. This fund is currently spending at a deficit due to the elimination of the registration fee. Available money in this fund has been used to replace recent appropriation cuts.								
How would the agency handle a 2% appropriation reduction in FY '22?								
CLEET would not purchase ammunition for use by cadets in the Basic Academy in FY22 if a 2% appropriation reduction were to occur. There should be ample ammunition on hand for FY22 cadets, but FY23 cadets would likely have to supply their own ammunition, as lead times for ammunition may be as long as 12 months due to the pandemic.								
Is the agency seeking any fee increases for FY '22?								
						Fee Increase Request	Statutory change required?	
Increase 1: Vehicle Registration fee of \$1.50 to be transferred into CLEET's Peace Officer Revolving Fund						\$ 4,500,000	Yes	
Increase 2: Increase licensing fees by 50%						\$ 180,000	Yes	
What are the agency's top 2-3 capital or technology (one-time) requests, if applicable?								
						Appropriated Amount	Submitted to LRCPC?	
Priority 1: Granicus - online applications and payment options						\$ 84,153	No	
Priority 2: Canvas - expanded online training opportunities						\$ 18,398	No	
Federal Funds								
CFDA	Federal Program Name	Agency Dept. #	FY 21 Budgeted	FY 20	FY 19	FY 18	FY 17	
	Active Shooter Training - No CFDA - This grant is awarded by Oklahoma Dept. of Homeland Security as a sub-grant from a larger grant awarded to them from the federal Dept. of Homeland Security.	2002050	\$ 100,000	\$ 68,256	\$ 111,779	\$ 96,262	\$ 77,148	
	Broadband Enhancement - No CFDA - This grant is awarded by Oklahoma Dept. of Homeland Security as a sub-grant from a larger grant awarded to them from the federal Dept. of Homeland Security.	8801050	\$ 28,687	\$ 28,568	\$ 27,861	\$ 28,187	\$ 41,057	
Federal Government Impact								
1.) How much federal money received by the agency is tied to a mandate by the Federal Gov N/A								
2.) Are any of those funds inadequate to pay for the federal mandate? N/A								
3.) What would the consequences be of ending all of the federal funded programs for your agency? The Active Shooter training program would cease and broadband access to/from CLEET would be greatly restricted.								
4.) How will your agency be affected by federal budget cuts in the coming fiscal year? N/A								
5.) Has the agency requested any additional federal earmarks or increases? N/A								
FY'21 Budgeted FTE								
Division #	Division Name	Supervisors	Classified	Unclassified	\$0-\$35K	\$35K-\$70K	\$70K+	
10	Administration	4.1		15.1	6	6	3.1	
20	Training	3.75		21.7	5.5	15.65	0.55	
30	Private Security	0.9		6.7	5	1.35	0.35	
<b>Total</b>		<b>8.75</b>	<b>0</b>	<b>43.5</b>	<b>16.5</b>	<b>23</b>	<b>4</b>	

FTE History						
Division #	Division Name	2021 Budgeted	2020	2019	2017	2012
10	Administration	15.1	13.9	12.95	15.17	14.80
20	Training	21.7	20.3	19.11	21.90	20.80
30	Private Security	6.7	6.3	6.18	5.93	5.00
<b>Total</b>		<b>43.5</b>	<b>40.5</b>	<b>38.2</b>	<b>43.0</b>	<b>40.6</b>
Performance Measure Review						
		FY 20	FY 19	FY 18	FY 17	FY 16
Certification						
100% compliance with 70 O.S. 3311 E 4 requiring all peace officers begin CLEET Certification within 6 months of hire.		71.88%	83.68%	91.79%	87.13%	46.15%
Extensions granted		99	78	34	53	238
Cadets graduated		253	400	414	412	442
* NOTE: The significant increase in FY16 is due to a change in the structure of the Bridge Academy and scheduling thereof.						
Certification						
Post at least 300 continuing education offerings for Certified Oklahoma Peace Officers (tracked by calendar year).		96	173	220	101	188
Licensing						
Complaints on Licensees will be reviewed and investigation process initiated within 5 days of receipt.		6.2	11.03	15.77	5.18	N/A
Revolving Funds						
		FY'18-20 Avg. Revs.		FY'18-20 Avg. Expends.		June '20 Bal.
Fund 205: Firearms Instructor Revolving						
Revenue sources: all funds received for approval of firearms instructors for purposes of the Oklahoma Self-Defense Act. Fund uses: general operations.		\$17,267		\$15,204		\$22,984
Fund 210: Peace Officer Revolving						
Revenue sources: any monies received from public, private, state, or federal sources, grants or awards, to include any state matching funds required by the federal government which are not designated for deposit in the CLEET Fund.		Prom Note/Reinst	\$143,980	Other Training Exp	\$202,925	\$741,063
Fund uses: fulfilling any grant or award provisions, providing special training programs and attendant equipment and supplies, and providing facility construction and furnishing and/or rental of facilities for special training programs.		Cadet Meal/Reg	\$393,037	Cadet Meal/Reg	\$304,657	
NOTE: Receipts into this fund are restricted. Promissory Note/Reinstatement Fees are restricted for specialized training expenses. Cadet Meal/Registration Fees are restricted for cafeteria expenditures only. Grant revenues are restricted for grant purposes.		Grants Total	\$85,957 \$622,974	Grants Total	\$99,570 \$607,152	
Note: Cadet meal invoicing ended in FY20. The majority of the balance in this fund in June 2019 was reserved for cafeteria costs. These reserved funds will be fully expended in FY20 and not replaced unless the Registration Fee is reimplemented.						
NOTE: The balance in this fund may contain grant money not yet expended.						

<b>Fund 215: Training Center Revolving</b>			
Revenue sources: \$10 court fee (O.S. 20 § 1313.2:B)			
Fund uses: acquiring and constructing a statewide law enforcement training center and for operation and maintenance of such center.	\$1,729,005	\$1,878,751	\$274,833
NOTE: The bond payment for the K.O. Rayburn Training Facility is approximately \$125,000 monthly and is due prior to the posting of the monthly deposit transfer.			
<b>Fund 220: Private Security Revolving</b>			
Revenue sources: license fees for security guards, security guard agencies, private investigators, and private investigative agencies.	\$368,367	\$365,031	\$190,218
Fund uses: training and education programs for security guards, security guard agencies, private investigators, and private investigative agencies; fulfilling all statutory obligations pursuant to the provisions of the Oklahoma Security Guard and Private Investigator Act.			
<b>Fund 225: Bail Enforcer Revolving</b>			
Revenue sources: application fees, license fees, renewal fees, late fees, administrative fines, and other funds assessed or collected pursuant to the Bail Enforcement and Licensing Act.	\$15,980	\$18,381	\$20,574
Fund uses: implementation, administration and enforcement of the Bail Enforcement and Licensing Act.			