

FY23 Budget Performance Review Council on Law Enforcement Education and Training 415	
Lead Administrator: R. Brandon Clabes	Lead Financial Officer: John M. Parker
Agency Mission	
<p>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, private investigators, bail enforcers, and other licensees and certificate holders in the State of Oklahoma through education and licensing requirements and to ensure licensees practice within the provision of the law.</p>	
Division and Program Descriptions	
Division 10 - Administration	
<p>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.</p>	
Division 20 - Certification	
<p>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).</p>	
Division 30 - Licensing	
<p>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.</p>	
Division 88 - Information Services	
<p>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.</p>	
Division 90 - Training Center	
<p>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.</p>	

FY23 Budget Performance Review							
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FY'22 Budgeted Department Funding By Source							
Dept. #	Department Name	Appropriations	Federal	Revolving	Local ¹	Other ²	Total
1001010	Administration	\$948,492					\$948,492
1001020	Facilities	\$672,271		\$1,464,000			\$2,136,271
2002010	Training	\$1,088,872		\$501,461			\$1,590,333
2002020	Continuing Education	\$312,911		\$14,900			\$327,811
2002040	Standards	\$192,726		\$19,650			\$212,376
2002050	Active Shooter					\$60,000	\$60,000
3003010	Private Security			\$489,465			\$489,465
3003030	Self Defense Act			\$25,547			\$25,547
8801010	Information Services	\$417,415					\$417,415
8801050	Broadband Enhancement					\$28,687	\$28,687
9000001	Training Center	\$28,891		\$71,109			\$100,000
Total		\$3,661,578	\$0	\$2,586,132	\$0	\$88,687	\$6,336,397
2. Please describe source(s) and % of total of "Other" funding Grants from Oklahoma Department of Homeland Security							
FY'21 Carryover by Funding Source							
Class Fund #	Carryover Class Fund Name	Appropriations	Federal	Revolving	Local ¹	Other ²	Total
19101	General Revenue	\$90,000					\$90,000
58101	CLEET Fund	\$110,000					\$110,000
What changes did the agency make between FY'21 and FY'22?							
<p>1.) Are there any services no longer provided because of budget cuts? None</p> <p>2.) What services are provided at a higher cost to the user? CLEET continues to provide a high level of service to its clients, but at a higher cost. These costs are not passed on to the end users.</p> <p>3.) What services are still provided but with a slower response rate? Peace officer certification has slowed due to continuing pandemic and limited academies per year. This is also related to low-level staffing. Unable to implement 21st century policing model curriculum due to unbudgeted curriculum specialists. Agency audits, violation investigations, processing of all licensing and continuing education opportunities are deficient due to limited staffing and volume increases. This is exacerbated by working with an outdated database management software.</p> <p>4.) Did the agency provide any pay raises that were not legislatively/statutorily required? The governing Council hired a new Executive Director in FY21. At that time, the Council increased the salary for this position from \$93,653.76 to \$114,000.00. The Assistant Director salary has also been increased from \$89,608.68 to \$90,000.00. In addition to these changes, there were 19 other pay rate changes. Two part-time positions were converted to full-time positions. There were 6 promotions and 11 market adjustments.</p>							
FY'23 Requested Funding By Department and Source							
Dept. #	Department Name	Appropriations	Federal	Revolving	Other ¹	Total	% Change
1001010	Administration	\$1,072,992	\$0	\$0	\$0	\$1,072,992	13.13%
1001020	Facilities	\$672,271	\$0	\$1,464,000	\$0	\$2,136,271	0.00%
2002010	Training	\$2,044,333	\$0	\$150,000	\$0	\$2,194,333	37.98%
2002020	Continuing Education	\$550,911	\$0	\$14,900	\$0	\$565,811	72.60%
2002040	Standards	\$248,726	\$0	\$19,650	\$0	\$268,376	26.37%
2002050	Active Shooter	\$0	\$0	\$0	\$60,000	\$60,000	0.00%
3003010	Private Security	\$146,000	\$0	\$489,465	\$0	\$635,465	29.83%
3003030	Self Defense Act	\$0	\$0	\$25,547	\$0	\$25,547	0.00%
8801010	Information Services	\$417,415	\$0	\$0	\$0	\$417,415	0.00%
8801050	Broadband Enhancement	\$0	\$0	\$0	\$28,687	\$28,687	0.00%
9000001	Training Center	\$3,363,891	\$0	\$71,109	\$0	\$3,435,000	3335.00%
Total		\$8,516,539	\$0	\$2,234,671	\$88,687	\$10,839,897	71.07%
1. Please describe source(s) and % of total of "Other" funding for each department: Grants from OK Dept of Homeland Security							

FY23 Budget Performance Review							
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FY'23 Top Five Operational Appropriation Funding Requests							
Request by Priority	Request Description						Request Amount
Request 1:	Cafeteria costs						\$200,000
Request 2:	Track and skills pad repair						\$3,000,000
Request 3:	Personnel Increases						\$923,500
Request 4:	HVAC Controls						\$80,000
Request 5:	Campus wide access control						\$125,000
Top Five Request Subtotal:						\$4,328,500	
Total Increase above FY-21 Budget (including all requests)						\$	4,503,500
Difference between Top Five requests and total requests:							\$175,000
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 '23 as was received in FY '22? (Flat/ 0% change)							
CLEET will be unable to perform its basic mission at an optimum level. CLEET may need to pass some academy costs on to agencies via reimplementing a registration fee (OS 70.....).							
How would the agency handle a 2% appropriation reduction in FY '23?							
Reimplement a registration fee to offset academy related costs.							
Is the agency seeking any fee increases for FY '23?							
						Fee Increase Request	Statutory change required?
Increase 1 Certification/renewal fee for law enforcement officers per 3-year cycle						\$25	Yes
What are the agency's top 2-3 capital or technology (one-time) requests, if applicable?							
Description of request in order of priority						Appropriated Amount	Submitted to LRCPC?
Priority 1							
Federal Funds							
CFDA	Federal Program Name	Agency Dept. #	FY 22 budgeted	FY 21	FY 20	FY 19	FY 18
N/A							
Federal Government Impact							
1.) How much federal money received by the agency is tied to a mandate by the Federal Government?							
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?							
N/A							
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'22 Budgeted FTE							
Division #	Division Name	Supervisors	Classified	Unclassified	\$0 - \$35 K	\$35 K - \$70 K	\$70 K - \$\$\$
10	Administration	3.78		15.19	7.73	4.68	2.78
20	Training	2.7		18.7	5	13.45	0.25
30	Private Security	1.52		7.36	4.52	1.87	0.97
Total		8	0	41.25	17.25	20	4
FTE History							
Division #	Division Name	2022 Budgeted	2021	2020	2018	2013	
10	Administration	15.19	14.26	13.87	13.86	14.40	
20	Training	18.70	16.87	20.29	18.10	20.50	
30	Private Security	7.36	6.70	6.31	5.65	5.00	
Total		41.3	37.8	40.5	37.6	39.9	

FY23 Budget Performance Review					
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Performance Measure Review					
	FY 21	FY 20	FY 19	FY 18	FY 17
Certification					
100% compliance with 70 O.S. 3311 E 4 requiring all peace officers begin CLEET Certification within 6 months of hire.	83.76%	71.88%	83.68%	91.79%	87.13%
Extensions granted	57	99	78	34	53
Cadets graduated	351	253	400	414	411.71
Certification					
Post at least 300 continuing education offerings for Certified Oklahoma Peace Officers (tracked by calendar year).	228	96	173	220	101
Licensing					
Complaints on Licensees will be reviewed and investigation process initiated within 5 days of receipt.	4	6.2	11.03	15.77	5.18
Revolving Funds (200 Series Funds)					
	FY'19-21 Avg. Revenues		FY'19-21 Avg. Expenditures		June '21 Balance
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.	\$13,767		\$15,563		\$26,978
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. Fund uses: fulfilling any grant or award provisions, providing special training programs and attendant equipment and supplies, 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. Note: Cadet meal invoicing ended in FY20.	Prom Note/Reinst Cadet Meal/Reg	\$140,904 \$261,510	Other Training Exp Cadet Meal/Reg	\$148,249 \$119,343	\$722,346
Grants	\$89,305	Grants	\$108,592		
Total	\$491,720	Total	\$376,184		
NOTE: The balance in this fund may contain grant money not yet expended.					* Approximately \$150,000 of this balance will pay for a pending ammunition order.
Fund 215 - Training Center Revolving					
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. 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.	\$1,726,212 * Insurance proceeds of \$247,500 received in May 2021 are included in the calculation.		\$1,767,046		\$336,795
Fund 220 - Private Security Revolving					
Revenue sources: license fees for security guards, security guard agencies, private investigators, and private investigative agencies. 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	\$362,259		\$367,557		\$248,219
Fund 225 - Bail Enforcer Revolving					
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. Fund uses: implementation, administration and enforcement of the Bail Enforcement and Licensing Act.	\$12,663		\$18,557		\$15,116