



STATE OF OKLAHOMA
ALCOHOLIC BEVERAGE LAWS ENFORCEMENT COMMISSION

MINUTES OF THE ABLE COMMISSION SPECIAL MEETING
March 22, 2024

The filing of the meeting and posting of the agenda were in accordance with the Oklahoma Open Meeting Act. The notice of the meeting was filed with the Secretary of State on November 1, 2023. The agenda was posted on March 19, 2024, on the front and back doors of the 50 Northeast 23rd Street building in Oklahoma City, the door of the ABLE Commission's Office Reception area, and the ABLE Commission website.

Chairman Jonathan Brooks called the meeting to order at 10:00 a.m. at the office of the Alcoholic Beverage Laws Enforcement (ABLE) Commission at 50 Northeast 23rd Street, Oklahoma City, OK 73105. A quorum was met with the presence of the following Commission members: Jonathan Brooks; Robert "Bob" Usry; Keith Mitchell; A. Ainslie Stanford II; and Austin Benton.

The visitors that were in attendance were: Lauren Kidwell and Rosalee Hamill Oklahoma Department of Mental Health and Substance Abuse Services; Brad Green, Oklahoma State Bureau of Investigation (OSBI); J.B. Jarboe, Southern Glazers Wine and Spirits; Justin Naifeh, Republic National Distributing Company; Randy Malone, Oklahoma Beverage Law; Terrin Tillman, ROCMND Area Youth Services – Responsible Beverage Service & Sales; Haley Faulkenberry, Beer Distributors of Oklahoma; Anne McKinney, Oklahoma Beer Alliance; Charles Outlaw, LegisOK; Robert Jernigan, Retail Liquor Association of Oklahoma; Ellen Spiropoulos, Phillips Murrah Law Firm; and Todd Cox, Traditions Spirits.

The following ABLE Commission employees in attendance were: Executive Director Brandon Clabes; Deputy General Counsel Leif Arvidson; Assistant Attorney General and legal counsel James Crawford from the Office of the Attorney General; Chief Financial Officer/Comptroller, Jennifer Treadwell; Captain Kent James; Lieutenant Ray Fells; Lieutenant Todd Anthony; Senior Agent Melissa Galvez, Senior Agent Tania Rembert; Executive Secretary Shae Isaacs; and Legal Administrative Assistant Kimberly Yates.

A roll call of the following ABLE Commissioners was announced: Chairman Jonathan Brooks, Commissioner Robert "Bob" Usry, Commissioner Keith Mitchell, Commissioner A. Ainslie Stanford II, and Commissioner Austin Benton. A quorum was then established for the ABLE Commission meeting March 22, 2024.

Assistant Attorney General James Crawford acknowledged that the ABLE Commission is compliant with the Open Meeting Act. A notice of the meeting and agenda were posted 48 hours prior to the meeting and in accordance with Oklahoma statute 25 O.S. §311.

Chairman Jonathan Brooks acknowledged the re-appointment of Commissioner Austin Benton to Alcoholic Beverage Laws Enforcement (ABLE) Commission made by the Governor Stitt. His new term does not expire until June 23, 2029.

Director Brandon Clabes introduced the new ABLE agent Lynn Williams (Alcohol and Tobacco Education Enforcement District). He was welcomed to the ABLE Commission.

Chairman Jonathan Brooks moved to agenda item # 6, review, discussion and possible action to approve, amend or reject the minutes from the February 23, 2024, regular meeting of the ABLE Commission. Commissioner Usry made a motion to approve the minutes from the February 23, 2024, commission meeting. Commissioner Benton seconded the motion. A roll call vote was taken and recorded as follows:

Chairman Jonathan Brooks – Yes
Commissioner Robert “Bob” Usry – Yes
Commissioner Keith Mitchell – Yes
Commissioner Austin Benton – Yes

EXECUTIVE DIRECTOR’S REPORT FOR FEBRUARY 2024:

Director Brandon Clabes provided the following information to the ABLE Commission:

- Director Clabes met with many different entities, committees, agencies and conferences including: meeting with Oklahoma Department of Mental Health and Substance Abuse Services (ODMHSAS); Oklahoma State Bureau of Investigations (OSBI); attended the Rose State College Board of Regents meeting; Metro Chiefs Meeting; ABLE Commission agency wide staff meeting; meeting with the Oklahoma Bureau of Narcotics and Dangerous Drugs; the Council on Law Enforcement Education and Training (CLEET) commission meeting; Office of Management and Enterprise Services (OMES); Oklahoma State Representative Kevin Wallace; Oklahoma State Senators Chuck Hall and Brent Howard; State of Oklahoma Attorney General’s Office; Cabinet Secretary Tricia Everest along with members of the media, several constituents and concerned citizens of the public.
- An ABLE Commission agency wide staff meeting took place on March 7, 2024. Information was distributed from all departments in order to keep with the Director’s goal of complete transparency for the agency.
- Executive Director Clabes and Deputy Director Carter met with the Human Resources Department from the Oklahoma State Bureau of Investigation regarding different ABLE issues and upcoming interviews for several positions.
- Director Clabes, Assistant Director Carter and Chief Peck met with OBNDD Director, Donnie Anderson, to discuss the agency’s take and action on human trafficking.
- Executive Director Clabes and Deputy Director Carter met with the Oklahoma State Capitol Appropriations Chairperson, Senator Brent Howard and Representative Kevin Wallace regarding the ABLE Commission’s budget.
- Chief Todd Peck is continuing with the formulation of agency wide policies through Lexipol. All proposed policies will be reviewed through an internal policy committee and then our legal division prior to dissemination.
- The ABLE Commission’s Enforcement District continues with the educational checks for businesses and has received positive feedback.
- A box trailer truck has been ordered for the ABLE Commission’s enforcement department in order to safely retrieve confiscated alcohol and transport it to a protected location.
- Director Clabes continues to work toward training in different areas for enforcement and civilian staff.
- The next ABLE Commission meeting will be in 4 weeks on April 19, 2024.

Executive Director Brandon Clabes presented the ABLE Commission personnel report for February 2024 consisting of the following topics: Applications for an ABLE customer service representative position has closed and interviews have taken place. The position for the ABLE prosecuting attorney/legal counsel position has been closed and application materials have been sent to the qualified applicants. There were 17 interviews conducted for enforcement agents across all districts. The ABLE Captains and the Human Resources Department are currently reviewing the interviewees information for potential hiring.

- Executive Director Brandon Clabes presented a PowerPoint presentation report for the licensing department and Accela licensing system update for February 2024 and covered the following topics: status of quote for the Carasoft website refresh project; the top 5 resolved issues and cases pending with the Accela licensing system.; Also a licensing report was provided over the following topics: number of new business licenses issued from January 1, 2024 to present (472) and number of individual licenses issued from January 1, 2024 to present (12,371). A copy of monthly applications services reporting contract was also provided to the Commissioners for February 2024. The latest count of registered ABLE licensed users that have registered in the new online system is 185,929.

- The following ABLE Commission Captains and agents presented an update of their respective departments and tasks that have been completed since the last Commission meeting: Captain Kent James, Tulsa District; Lieutenant Ray Fells, McAlester District; Senior Agent Tania Galvez, Oklahoma City District; Senior Agent Melissa Galvez, Alcohol and Tobacco Education Unit; and Lieutenant Todd Anthony, Trade Practices Unit and Brand Registration.

Deputy General Counsel Leif Arvidson presented the following legal report to the Commission:

- Assistant Director Carter stated that there are 31 cases settled for the month of February. For the month of March, there are 51 cases resolved thus far with 18 cases pending for the month of April.
- Legislative Report: On March 18, 2023, the Oklahoma Senate presented their budget resolution in which has passed for approval. The budget recommendation for the ABLE Commission was approximately \$5.2 million dollars, which reflects an estimated 2% increase for the agency. At this time, the recommendation will now be sent to the Oklahoma House for approval.
- Deputy General Counsel Leif Arvidson that Assistant Director/General Counsel Lori Carter continues to track bills at the Oklahoma Capitol that may affect the agency.
- Director Brandon Clabes, Assistant Director Lori Carter, Deputy General Counsel Leif Arvidson and Assistant Attorney General and Legal Counsel James Crawford held the Rulemaking Public Hearing regarding proposed administrative rule changes on February 16, 2024. The Commissioners voted to pass the administrative rules from the Oklahoma Administrative Code Title 45, Chapters 10, 20, 25, 30, 35 and 60 and have been adopted by the Commission on February 23, 2024. On March 1, 2024, the legislative rules were submitted to the representatives at the Oklahoma Capitol for review and approval.

Chief Financial Officer/Comptroller Jennifer Treadwell presented a financial report PowerPoint presentation for February 2024, and it covered the following topics: cash balances as of February 29, 2024; cash balance comparison; revenue as of February 29, 2024; revenue comparison year-to-date; revenue comparison by month; transfer of revenue as of February 29, 2024; fiscal year 2024 expenditures as of February 29, 2024; and refunds for February 2024.

Chairman Brooks moved on to Item #14, comments from the public:

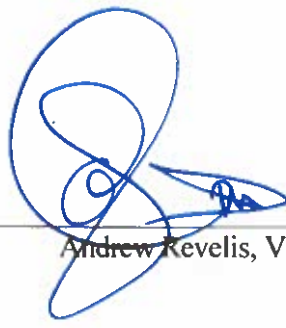
- No comments from the public were made

Chairman Brooks postponed Executive Session until more Commissioners are present.

Commissioner Mitchell made a motion to adjourn the meeting. Commissioner Benton seconded the motion. A roll call vote was taken and recorded as follows:

Chairman Jonathan Brooks – Yes
Commissioner Robert “Bob” Usry – Yes
Commissioner Keith Mitchell – Yes
Commissioner Austin Benton – Yes

The meeting was then adjourned at 10:51 a.m.



Andrew Revelis, Vice Chairman