



STATE OF OKLAHOMA
ALCOHOLIC BEVERAGE LAWS ENFORCEMENT COMMISSION

MINUTES OF THE ABLE COMMISSION MEETING
January 20, 2023

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 October 5, 2022. The agenda was posted on January 18, 2023, 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.

Vice Chairman 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; Andrew Revelis; Keith Mitchell and A. Ainslie Stanford II.

The visitors that were in attendance were: J.B Jarboe, Southern Glazers Wine and Spirits; Jose Almanza, Homeland; Edward Tuya and Emily Morrow, Oklahoma Department of Mental Health & Substance Abuse Services; Patrick Gaines, Craft Brewers Association; Justin Naifeh, Republic National Distributing Company; Collin Graham, Oklahoma Restaurant Association; Robert Jernigan and Dirk Van Veen, Retail Liquor Association of Oklahoma; Attorney Randy Malone, Oklahoma Beverage Law; Samantha Guinn, Institute for Responsible Alcohol Policy; Spencer Guinn, Quinn Strategies/ Beer Distributors of Oklahoma; Lauren Kidwell, Oklahoma Department of Mental Health and Substance Abuse Services; Tim Zaloudek, Pope Distributing; April Jolley and Alex Adkins, Beer Distributors of Oklahoma; Todd Gayer, Armanda Distributing; Ellen Spiropoulous, Phillips Murrah; Gordon Green, Capital Distributing/ Beer Distributors of Oklahoma; Matt Jett, Jett Distributing/ Beer Distributors of Oklahoma.

The following ABLE Commission employees in attendance were: Director Brandon Clabes; Deputy Director/General Counsel Lori Carter; Assistant Director Brent Fairchild; Attorney Andrew Koester; Captain Erik Smoot; Captain Greg Bynum; Captain Kent James; Captain Michael Randol; Captain Scott Smith; Lieutenant Pedro Zardeneta; Lieutenant Ray Fells; Lieutenant TJ Green, Senior Agent Todd Anthony; Senior Agent Vanessa Blain; Senior Agent Kristen Wilson; Agent Tania Rembert; Agent Steve Lanier; Agent Doug Kimberlin; Chief Financial Officer Jennifer Treadwell; Chief Purchasing Officer Terry James; Licensing Supervisor Carla Clanton; Enforcement Liaison Kenna Nevez; Executive Secretary Shae Isaacs; Office Assistant Kimberly Yates; and Legal Intern Shayla Powers.

A roll call of the following ABLE Commissioners was announced: Vice Chairman Jonathan Brooks, Commissioner Andrew Revelis, Commissioner Keith Mitchell and Commissioner A. Ainslie Stanford II. A quorum was then established for the ABLE Commission meeting January 20, 2023.

Deputy Director Lori Carted acknowledged that the ABLE Commission is within compliance of the Open Meetings Act. A notice of the meeting was posted pursuant to the Oklahoma statute 25 O.S. §301-314 48 hours prior to the meeting.

Commissioner Mitchell made a motion to approve the minutes from the December 16, 2022, Commission meeting. Commissioner Revelis seconded the motion. A roll call vote was taken and recorded as follows:

Vice Chairman Jonathan Brooks – Yes
Commissioner Andrew Revelis – Yes
Commissioner Keith Mitchell – Yes
Commissioner A. Ainslie Stanford II – Yes

Executive Director Brandon Clabes recognized Senior Agents Todd Anthony and Pedro Zardeneta in recognition of their 10 years of service to the ABLE Commission and the State of Oklahoma.

Executive Director Clabes also recognized former ABLE Commissioner James Willyard for 4 years of service to the ABLE Commission and the State of Oklahoma.

Vice Chairman Jonathan Brooks moved to agenda Item #8, election of a Chairman. Commissioner Revelis made a motion to nominate Commissioner Brooks for Chairman. Commissioner Mitchell seconded the motion. A roll call vote was taken and recorded as follows:

Vice Chairman Jonathan Brooks – Yes
Commissioner Andrew Revelis – Yes
Commissioner Keith Mitchell – Yes
Commissioner A. Ainslie Stanford II – Yes

Vice Chairman Jonathan Brooks has been elected to Chairman.

Chairman Graves moved to Item #9, election of a Vice Chairman. Commissioner Mitchell made a motion to nominate Commissioner Revelis for Vice Chairman. Commissioner Stanford seconded the motion. A roll call vote was taken and recorded as follows:

Vice Chairman Jonathan Brooks – Yes
Commissioner Andrew Revelis – Yes
Commissioner Keith Mitchell – Yes
Commissioner A. Ainslie Stanford II – Yes

Commissioner Andrew Revelis has been elected to Vice Chairman.

EXECUTIVE DIRECTOR'S REPORT FOR DECEMBER 2022:

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

- Director Clabes met with many different entities, committees and agencies including: Oklahoma State Bureau of Investigations (OSBI) Oklahoma Office of Management and Enterprise Services - Agency Business Services Director Melody Kellogg and Dana West; Oklahoma Sheriff's Association Lobbyist Mike Maxwell; Senator Chuck Hall; Oklahoma County District Attorney David Prater; former Lieutenant Governor and Chief Administrator for State Courts Jeri Askins; Council on Law Enforcement Education and Training Interim Director Preston Draper; former House Representative Lisa Billy; Tecumseh Police Chief J.R. Kidney; Oklahoma County District Judge Greg Ryan; Oklahoma Department of Health Representative Jesse Bridgeman; Senator Paul Rosino; Jeff and Kristy Murrow; Cabinet Secretary of Public Safety for the State of Oklahoma Tricia Everest; Oklahoma County District Judge Natalie Mai; Senator Roger Thompson; Senator Brent Howard; along with several constituents and concerned citizens of the public.

- The ABLE Commission agents will be ordering new uniforms to be recognized in the field. Chairman Brooks stated that he would like the uniforms to be presented to the Commission to ensure professional standards for officers.
- Director Clabes stated that the ABLE Commission Assistant Director and Captains will continue to meet and formulate on how to delegate, distribute and deploy manpower across the State of Oklahoma. Also, policy and procedures for the agency will be discussed. More information to come with both of those topics.
- Oklahoma Law Enforcement Telecommunications System capabilities is being expanded to every ABLE Commission Captain and the legal department. Previously, there were only 2 support staff representatives with the agency that had the clearance for criminal and background checks.
- The ABLE Commission is collaborating with Oklahoma Sheriffs Association lobbyist Mike Maxwell and Senator Chuck Hall on legislation to eliminate the requirement that Sheriffs must store property seized by ABLE during investigations.
- In an effort for the ABLE agents to have a more centralized law enforcement software, there has been discussion with OSBI to share their existing law enforcement report writing software called ACCIS (Association for County and City Information System).
- Director Clabes discussed the shared human resources and financial services with the ABLE Commission and OSBI.
- Executive Secretary Shae Isaacs recognized new hire employees to the ABLE Commission: Agents Steven Lanier (OKC District), Douglas Kimberlain (McAlester District), Destinee Lanier (Customer Service – Licensing Department), Shayla Long (Legal Department Intern) and 2 employees that have transitioned from temporary to permanent State employee positions, Rosemary Long (Legal Department) and Catherine Otey (Brand Registration).
- The next ABLE Commission meeting will be in 4 weeks on February 17, 2023.

- The Licensing Supervisor and Project Manager, Carla Clanton, presented the Accela IT update. Ms. Clanton stated that that the ABLE Commission met with the Accela MAS team on January 3, 2023. Ms. Clanton has presented to them the highest priority items to resolve and has closed one of those items thus far. Ms. Clanton has expressed concerns to the MAS team leader, David Evans, about upgrades requested for ABLE and asked to be more involved with the updates before it is implemented. She also requested for a Spanish option be added to the program. She will update the Commission with the future progress and when on-site training will take place. The latest count of registered ABLE licensed users that have registered in the new online system is 92,616.

The Enforcement Report was presented to the Commissioners:

- Assistant Director Fairchild's report was previously supplied to the Commissioners with documentation regarding the entire ABLE Enforcement Division's duties, completed inspections, compliance checks, citations, meetings, trainings and police assistance to other state agencies and businesses.

- Chairman Brooks inquired about his previous request for information regarding the distribution of agents across the state and how accessible they are to the ABLE licensed businesses. Captain Fairchild stated that he and the Captains are in the process of configuring the workload assessment and will provide an update as soon as possible.

- The following ABLE Commission Captains presented an update of their respective departments and tasks that have been completed since the last Commission meeting: Captain Kent James, Tulsa district; Captain Michael Randol, McAlester district; Captain Scott Smith, Oklahoma City district; Captain Erik Smoot, Alcohol and Tobacco Training Unit; and Captain Greg Bynum, Trade Practices Unit.

Captain Erik Smoot also gave an update on the upcoming National Conference of State Liquor Administrators conference scheduled for June 11-14, 2023. The conference will be held at the Omni Oklahoma City Hotel.

Deputy Director/General Counsel Lori Carter presented the following legal report to the Commission: Deputy Director Carter stated that she and the legal team are currently working on office policy and procedures for the agency and making sure that legal questions are answered consistently across the departments. She will also be interacting with the legislature on behalf of the ABLE Commission and will provide future reports. She will also be providing updates on House and Senate bills that may affect the agency when the legislative session starts on February 6, 2023.

ABLE Attorney Andrew Koester gave a brief synopsis of the civil and criminal prosecutions that the ABLE legal department is currently working on.

The ABLE Commission/OSBI Chief Financial Officer, Jennifer Treadwell, presented a PowerPoint presentation and covered the following topics: agency goals and key performance metrics, projects for fiscal year 2023-2024, savings & efficiencies, total historic actual expenditures, financial resource analysis, budget and supplemental request .

Chairman Brooks moved to Item #15, comments from the public.

- Matt Jett with Jett Distributing stated that he supports the budget request for ABLE in an effort to improve on customer service.
- Lauren Kidwell with Oklahoma Department of Mental Health stated that she also supports budget increase request and works directly with Captain Erik Smoot regarding tobacco Synar inspections and understands that more agents are needed.
- Colin Graham with Oklahoma Restaurant Association thanked the ABLE Commission for the meeting with industry members and the hard work of the agency.
- Dirk Van Deen with the Retail Liquor Association thanked Licensing Supervisor Carla Clanton and the licensing department for the posting of reports and encouraged lobbyists to support the ABLE Commission's budget increase.

Chairman Brooks moved on to Item #16, Executive Session to discuss ABLE Personnel Action pursuant to 25 O.S. § 307 (B)(1). Commissioner Revelis made a motion to move into Executive Session. Commissioner Stanford seconded the motion. A roll call vote was taken and recorded as follows:

- Chairman Jonathan Brooks – Yes
- Vice Chairman Andrew Revelis – Yes
- Commissioner Keith Mitchell – Yes
- Commissioner A. Ainslie Stanford II – Yes

Chairman Brooks called the meeting to order and called for a motion to return from Executive Session. Commissioner Mitchell made the motion to return from Executive Session. Commissioner Revelis seconded the motion. A roll call vote was taken and recorded as follows:

- Chairman Jonathan Brooks – Yes
- Vice Chairman Andrew Revelis – Yes
- Commissioner Keith Mitchell – Yes
- Commissioner A. Ainslie Stanford II – Yes

No action was taken after Executive Session.

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

Chairman Jonathan Brooks – Yes
Vice Chairman Andrew Revelis – Yes
Commissioner Keith Mitchell – Yes
Commissioner A. Ainslie Stanford II – Yes

The meeting was then adjourned.

A handwritten signature in black ink, appearing to read "Jonathan Brooks", written over a horizontal line.

Jonathan Brooks, Chairman