



**MEMORANDUM OF UNDERSTANDING
BETWEEN
METRO TECHNOLOGY CENTERS
AND
OKLAHOMA COUNTY SHERIFF'S OFFICE
(hereinafter referred to as "OCSO")**

PURPOSE: This Memorandum of Understanding (MOU) is entered into by and between **Metro Technology Centers (MTC)** and the **Oklahoma County Board of County Commissioners (BOCC)** on behalf of the **Oklahoma County Sheriff's Office (OSCO)** for the purpose of establishing a cooperative relationship in support of law enforcement training within the Basic Peace Officer Certification (BPOC) program.

TERM: The term of this MOU shall commence on July 1, 2025, and continue through June 30, 2026. Either party may terminate this agreement early by giving a sixty (60) day written notice.

OBJECTIVES: This partnership aims to provide qualified OCSO instructors for Metro Tech's BPOC program, offer reserved seats, priority range time, and tuition benefits for OCSO personnel, and align training with the operational needs of the OCSO.

RESPONSIBILITIES Metro Tech agrees to:

- Reserve **two student seats per BPOC cohort** for qualified OCSO personnel.
- Provide a **tuition reduction** for OCSO-sponsored cadets at a rate of **\$35 per hour of instruction** delivered by OCSO instructors.
- Coordinate scheduling and logistics of BPOC classes in collaboration with the OCSO and the Metro Tech BPOC Coordinator.

OCSO agrees to:

- Provide **qualified instructors** for the BPOC program, including but not limited to **skills blocks such as Defensive Tactics (DT), Firearms, and Law Enforcement Driver Training (LEDT)**, as well as other agreed-upon topics.
- Maintain regular communication between the **OCSO representative and the BPOC Coordinator** to coordinate instructor scheduling and instructional needs.
- Abide by Metro Tech's district policies and Emergency Standard Response (Exhibit A – Board Policies and Emergency Standard Response).

NON-DISCRIMINATION POLICY: Metro Technology Centers does not discriminate on the basis of sex, race, color, national origin, disability, age, or any other characteristic protected by law and prohibits sex discrimination in any education program or activity that



it operates, as required by Title IX and its regulations, including in admissions and employment.

IN WITNESS WHEREOF, the parties have caused this agreement to be executed as of the date and year first written below.

APPROVALS:

BOCC Chair (**PRINT**)

DATE

BOCC Chair (**SIGNATURE**)

Client Title (**PRINT**)

Chairman, Oklahoma County Board of County
Commissioner's

Metro Tech Representative Name (**PRINT**)

DATE

Aaron S. Collins

6/18/25

Metro Tech Representative Name (**SIGNATURE**)

Title (**PRINT**)

A handwritten signature in black ink, appearing to read 'A S Collins', written over a horizontal line.

Supt / CEO



EXHIBIT A

Board Policies and Emergency Standards Response

BOARD POLICIES

BP 5021 Tobacco Use Prohibition

BP 5019 Possession of Dangerous Weapons or Firearms

BP 5020 Discrimination, Harassment, Retaliation, Intimidation and/or Threatening Behavior

BP 5024 Peaceful Conduct

BP 5028 Stakeholder Complaints of Discrimination, Harassment and/or Retaliation

*Board Policies can be found at <https://www.metrotech.edu/about/board-education>

EMERGENCY STANDARD RESPONSE

Procedures:

KNOW WHAT TO DO:

Fire

In the event of a fire or fire alarm, leave the building through the nearest exit. Close doors behind you, but do not lock them. Proceed to the designated staging area outside. Wait for directions from Security or the Fire Department.

Tornado

If you hear the tornado siren or severe weather announcement, proceed to the designated Severe Weather Safer Area. Wait for instructions from Security, the Incident Commander or their designee.

Building Lockdown

If there is a threat outside the building, exterior building doors are locked. No one is allowed to enter or leave the building. Normal activities continue inside the building.

Intruder In Building

If there is a threat in the building and you cannot safely escape, get into a room and lock the door. Turn off lights and move away from windows and doors. Stay quiet, remain until the "all clear" is given by Police. If you experience a direct threat, immediately contact Security or 911 to report your situation.

Medical

In the event of a medical emergency dial 911 immediately. Give the following information, 1) Address of your building 2) Details available regarding the emergency. Notify Security and the Incident Commander.

NOTE: For Basic First Aid, contact Security or a MTC First Responder.