

**MEMORANDUM OF UNDERSTANDING
OKLAHOMA COUNTY SHERIFF'S OFFICE AND
METRO TECHNOLOGY CENTER
FOR THE
PROVISION OF STAFF FIREARMS INSTRUCTOR**

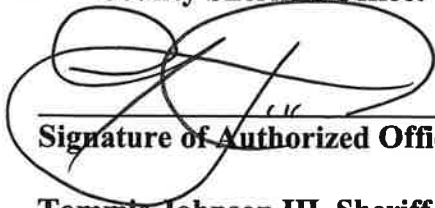
This Memorandum of Understanding (MOU) is an agreement between the Oklahoma County Board of County Commissioners on behalf of the Oklahoma County Sheriff's Office (OCSO), 2101 NE 36TH, Oklahoma City, OK 73111, and Metro Technology Centers, 1900 Springlake Dr. Oklahoma City, OK 73111.

This agreement, approved and accepted by the Oklahoma County Board of County Commissioners on behalf of the Oklahoma County Sheriff's Office (OCSO) and Metro Technology Centers with the signing of their authorized officials as shown below, sets forth the understanding between the two parties as follows:

1. The OCSO agrees to provide one (1) Commissioned Deputy Certified by CLEET (Council on Law Enforcement Education and Training) as a Firearms Instructor to Metro Technology Centers Office. Specifically, to manage and facilitate Firearms Training and oversee daily operations of the indoor firearms range located on the Metro Technology Centers, South Bryant Campus, at 4901 S. Bryant Ave, Oklahoma City, OK 73129.
2. This Memorandum of Understanding will commence July 1, 2025 and will terminate at the close of business on June 30, 2026.
3. The assigned Deputy will work on-site of the Metro Technology Centers South Bryant Campus each weekday during normal business hours (established by the OCSO Training Division Commander). The duties of the Deputy include but are not limited to the following.
 - a) Act as Range Master for the Law Enforcement Training Center and Range facility.
 - b) Work with the Basic Peace Officer Certification (BPOC) Coordinator to develop and revise policies and procedures for range operation.
 - c) Develop and revise operational guidelines for the Law Enforcement training facilities on campus.
 - d) Manage/Schedule Law Enforcement training events involving Metro Technology Centers' Facilities in conjunction with the Basic Peace Officer Certification (BPOC) program and coordinate with the BPOC Coordinator and other Metro Technology Center staff to facilitate Law Enforcement Training.
 - e) Provide classroom instruction and assist as needed with the Metro Technology Centers' BPOC Program and any additional Law Enforcement Training courses held at Metro Technology Center facilities.

- f) Provide Firearms Instruction for Firearms Training events held by Metro Technology Centers as time allows.
 - g) Schedule adjunct instructors for the Metro Academy Firearms Training.
 - h) Ensure that all instructional personnel meet any instructor of record qualifications as directed by CLEET (Council on Law Enforcement Education and Training) and provide Metro Technology Centers with a copy of the instructor's credentials as required by CLEET.
 - i) Ensure all the Law Enforcement training facility course evaluations are completed and returned to the Metro Technology Centers' BPOC Coordinator.
 - j) Additionally, the Deputy will provide Emergency Law Enforcement services at the Metro Technology Centers, South Bryant Campus, located at 4901 S. Bryant Ave, Oklahoma City, OK 73129.
- 4. Metro Technology Centers agrees to reimburse the OCSO for the salary and benefits of the assigned Deputy, as well as any fuel costs.
- 5. Reimbursement of salary, benefits, and vehicle costs for the Deputy's services will be billed monthly by invoice at the end of each pay period from July 1, 2025 to June 30, 2026. During this agreement, there are twelve (12) billed periods the amount of which will not exceed \$7,890.00 per month for a total amount not to exceed \$94,680.00.
- 6. Metro Technology Centers understands and agrees the assigned Deputy carrying out special activities for Metro Technology Centers is an employee of OCSO and will operate under the policies and procedures of the OCSO and only under the direction or command of the OCSO.
- 7. Both parties agree that this agreement may be terminated by either party by written notice (30) days prior to the intended termination date. Said notice must state the reasons for termination.
- 8. Both parties agree to the acceptance of this agreement by signature of their authorized officials as shown below.

Oklahoma County Sheriff's Office:

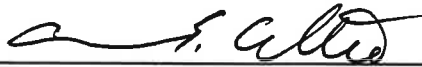


Signature of Authorized Official

6/23/25
Date

Tommie Johnson III, Sheriff
Printed Name and Title of Signing Official

Metro Technology Centers:



Signature of Authorized Official

6/18/25
Date

Aaron S. Collins, Superintendent/CEO
Printed Name and Title of Signing Official

APPROVED this _____ day of _____, 2025

Board of County Commissioners
Oklahoma County, Oklahoma County

_____ Chair

_____ Member

_____ Member

Approved as to form and legality on behalf of Oklahoma County:

Assistant District Attorney

ATTEST: _____, Deputy
County Clerk