

**Private Security/Investigator Policy Committee
Minutes
January 12, 2010**

The Private Security/Investigator Policy Committee held a special telephonic meeting on January 12, 2010, at the Department of Public Safety Standards and Training, 4190 Aumsville Hwy SE, Salem, OR. Chair Jeff Martin called the meeting to order at 1:05 pm.

Attendees

Policy Committee Members:

Jeff Martin, Chair, Paragon Monitoring Center
Shawn Cardwell, Vice-Chair, RAMS Specialized Security Services, Inc.
Brandon Mak, Unarmed Security, Maksimum Security
Eric Morse, Manufacturing Industry, Lattice Semiconductor
Judy Pongratz, Private Business, Goodwill Industries
Ed Winnett, Armed Security, Paragon Systems, Inc.
James Essam, Alarm Monitoring
Ernie Loy, Retail Industry, Bi-Mart
Phil Agrue, Private Investigators, OBA
Art Smith, Private Investigators
Robert Smith, Healthcare Industry, Kaiser Permanente

Committee Members Absent

None

Guests:

None

DPSST Staff:

Teresa Naugle, Manager
Karen Evans, Investigator
Chris Brodniak, Investigator
Heather Hatch, Office Specialist
Mike James, Training Development Specialist



1. **Chair's Report and Administrative Announcement**
"This is a public meeting, subject to the public meeting law and it will be tape recorded."

2. **Public Comment**
No public comment

3. **Automated Forms Policy Option Package Discussion**

Program Manager Teresa Naugle gave the group the history of how the Automated Forms Policy Option Package came into being. She also spoke about the current situation regarding the Fire Forms project and the DAS/EDS contract expiring. The group discussed the direction they wanted to go with the funds that were earmarked for the automated forms project. A discussion was had to enhance the current program we use, Skills Manager, and possibly create some sort of database that could be queried by the general public. She informed the group that staff spends a lot of time on the phone answering calls from the general public regarding certifications. Shawn Cardwell brought up the fact that Washington has a similar program and it is convenient. It would also be of a great benefit to local law enforcement and OLCC to be able to look up records when staff are not available to take their calls.

Jim Essam made a motion to approve the direction of having the development of a query-able database accessible by the public and that we move in that direction. He also requested that a subcommittee form that will fine-tune the parameter under which that database will function. Ernie Loy seconded the motion. The motion carried unanimously.

Jeff asked for volunteers to sit on the database subcommittee. The following members submitted their interest: Ernie Loy, Shawn Cardwell, Ed Winnett, Bob Smith, and Jeff Martin. Jim Essam will not be able to attend the meeting but would like to provide input to the group. They agreed to meet Tuesday, February 9, 2010, at 1300 hours at DPSST. We will have a representative from the Information Services unit to show the group potential ideas. We will request a computer and projector for this meeting.

4. **Next Private Security/Investigators Policy Committee Meeting is February 16, 2010, at 1:30p.m. at Genentech 4625 NW Brookwood Parkway, Hillsboro, OR 97124**

Meeting adjourned at 1:52 PM