

**Private Security and Investigator's Policy Committee**  
**Minutes**  
**May 17, 2011**

The Private Security/Investigator Policy Committee of the Board on Public Safety Standards and Training held a regular meeting on May 17, 2011, at the Department of Public Safety Standards and Training, 4190 Aumsville Hwy SE, Salem, OR 97317. The meeting was called to order by Chair Jeff Martin at 1:37 pm.

**Attendees**

**Policy Committee Members:**

Jeff Martin, Chair  
Shawn Cardwell, Vice Chair  
Phillip Agrue, Private Investigators OBA  
William Geiger, Unarmed Security  
Arthur Smith, Private Investigators (via phone)  
Robert Smith, Healthcare Industry  
James Essam, Alarm Monitoring (via phone)  
Judy Pongratz, Private Business  
Paul Castleberry, Armed Security  
Justin Walker, Hospitality  
Bonnie Narvaez, Public Member

**DPSST Staff:**

Teresa Naugle, Manager  
Karen Evans, Investigator  
Suzzane Weinert, Compliance Specialist  
Chris Brodniak, Investigator  
Ela Zabdyr, Compliance Specialist



**1. Chair's Report and Administrative Announcements**

“This is a public meeting, subject to the public meeting law and it will be tape recorded.”

**2. Public Comment**

None

**3. \*CONSENT AGENDA (The following items to be ratified by one vote)**

**\*Minutes**

*Approve minutes from the February 15, 2010 meeting.*

**\*James A. Bauder – PSID# 32498**

*Determine whether to approve a proposed civil penalty in the amount of \$250.00 for providing security services while not certified.*

**\*Kyle C. Wise – PSID # 32813**

*Determine whether to approve a proposed civil penalty in the amount of \$250.00 for providing security services while not certified.*

Jim Essam made a motion to accept all of the items in the consent agenda. Bill Geiger seconded the motion. Prior to the vote, Shawn Cardwell wanted to know why it was only a \$250 fine if it was a second violation. Chris advised the group that the individual was given a warning and this was the subsequent violation after the warning. Bonnie Narvaez also wanted to clarify that on the action recommended portion of the report that it is the PSIPC that recommends to the Board the civil penalty amounts. This will be amended by Chris Brodniak. The motion passed unanimously.

**4. Subcommittee Reports**

- A. Administrative Rule – Jeff Martin advised that this subcommittee has not done anything since the last PSIPC meeting. Some issues/items needed to be reviewed by staff and counsel before we could proceed forward. We now have that information and the moral fitness subcommittee will be meeting more frequently. Ernie Loy will continue to chair that subcommittee.
- B. Accreditation – Judy Pongratz stated that the committee has not been meeting lately. DPSST staff reported that CSAA is about to be accredited. If another organization wants to use the accredited CSAA curriculum, they could.
- C. Curriculum – Judy Pongratz reported that the group met on March 28, 2011 with Ernie Loy, Mike Snyder, Judy Pongratz, and DPSST staff. They went over patrol procedures and the learning goals for that segment. There has not been another meeting scheduled yet.
- D. Armed – Paul Castleberry reported that they have had 4 meetings since January (January, March, April and May). The primary goal of the January meeting was to identify raising standards for the demonstration and skills of firearms instructors. The second goal was to create an instructor evaluation form filled out by the students. This evaluation would then be forwarded to DPSST. The last goal was to raise the instructor's course of fire so that it would include movement. This would, in essence, require instructors to complete the PQC 1 and PQC 2 course of fire.

The group also had a discussion about a decrease in the amount of hours a prior law enforcement officer would have to complete for the armed course. There has been no consensus on this subject and Gary Crane will be bringing more information to their June 26, 2011 meeting.

The topic of adding the expiration date for the annual qualification to the certification card has been tabled.

- E. Alarm Monitor – Jim Essam stated that their group has been meeting about every month for a little over a year. They have been addressing the CSAA accreditation process with DPSST and are awaiting the final decision. They are also reviewing the alarm monitor manual and updating the information contained in it so that it is up to date.

- F. Investigator – Phil Agrue reported that the PI Testing/OAR subcommittee met today. They took an informal look at both of these items so that they can get an idea of where they want to go with it.

Art Smith reported that he let some time go by with the reciprocity subcommittee to see if there was still interest. He recently got two emails from people who want to continue so he is going to schedule a meeting for June. If he doesn't get anyone to attend the June meeting, he will consider the reciprocity issue a dead topic.

- G. Unarmed – Bill Geiger reported there is nothing new for this subcommittee.

## **5. Industry Rep. Presentations**

Chair Jeff Martin provided the group with a synopsis of his idea where individuals holding seats on the committee would provide a 3-5 minute presentation to the policy committee as to what their segment of the industry does and what they deal with on a daily basis. He also believed it could be a written synopsis so that this information could be captured in a packet that could be handed out to new members. Jeff thought that maybe 2 or 3 members could present this information at each meeting and he will put out some sort of outline in the next couple of weeks so that everyone can see what he would like presented.

## **6. Department Update**

Teresa Naugle updated the group on how the new question about action taken against a state license or certificate on the PS-1 was being received. We have come up with an easy way for people to complete the deficiency for this question and it consists of a sticker on the actual deficiency where the applicant just has to check "yes" or "no". It seems to be going fairly smooth. Once all of the old PS-1 forms are no longer being used, this deficiency should be a thing of the past.

The OS-2 position was filled by our current OS-1 specialist, Todd Mitchell. The OS-1 position was advertised and we have a current list of applicants that we would like interview soon.

IRIS is extremely popular and is being used consistently by members of the industry.

Teresa also provided the group with information about the private security bills that are being heard by the legislature. The private investigator bill, which allows PI's the ability to obtain photos from DMV, appears to be non-controversial and will most likely pass.

SB635 adds two exemptions to those who need private security certification. The first exemption is for those who volunteer for a non-profit organization and receive de minimis consideration (such as hat, pin, food, etc). The second exemption is for those that are current community college student who provide non-confrontational security services on campus. The college must provide for a background check on the student prior to allowing them to provide those services.

SB878 adds an exemption under the crowd management section and allows individuals who check ID's at an event and who control access to those premises are not required to become certified. Originally, if an individual is controlling access, they must be certified. For

ongoing businesses, this is still true since the language was specifically added under the crowd management piece.

The other portion of this bill removes alarm monitors from the exempt list and now requires them to become certified.

7. **Next Private Security Policy Committee Meeting scheduled for August 16, 2011, in Salem, Oregon.**

The meeting was adjourned by Chair Jeff Martin at 2:31 p.m.

DRAFT