

**Private Security/Investigator Policy Committee
Minutes
November 17, 2009**

The Private Security/Investigator Policy Committee held a regular meeting on November 17, 2009, at the Rogue Community College, Table Rock Campus, Room # 164. Chair Jeff Martin called the meeting to order at 1:31 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

Committee Members Absent

Robert Smith, Healthcare Industry, Kaiser Permanente

Guests:

Derek Bliss
Eric Meyer
Ray DeLude
Michael Coffey

DPSST Staff:

Teresa Naugle, Manager
Karen Evans, Investigator
Suzzane Baker, Compliance Specialist
Bonnie Narvaez, Rules 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. ***CONSENT AGENDA (The following items to be ratified by one vote)**

A. ***Minutes**

Approve minutes from the August 25, 2009 meeting and the September 11, 2009 telephonic meeting.

Shawn Cardwell made a motion to approve the minutes from both the August 25, 2009, and the September 11, 2009 meeting. Phil Agrue seconded the motion. The motion carried unanimously.

4. ***Meeting Dates/Locations for 2010**

There was discussion regarding whether to continue to have meetings throughout the state on a rotating basis or if meetings should be held solely in the Portland and Salem area. Traditionally the PSIPC has travelled around the state: PDX, Bend, Medford, DPSST. There was discussion on whether we continue? Part of the issue has to do with budget due to per diem, lodging, mileage, reimbursements. Staff also has to travel which adds to expense. Art Smith thinks it will be fine to do all of the meetings in Salem. Judy Pongratz thinks it was good in the past for members of the public to be able to attend and by rotating around the state, it allows others who normally would not be able to attend, to come to the meetings. Jim Essam stated he felt that the State was only looking out for the Portland and Gorge area and would like to continue to rotate the meetings throughout the state. Jeff Martin talked about provisions for training before or after meetings for CEU's that staff or others provided. This was valuable training. Karen Evans stated that since we will now require CEU's for instructors and because we have more staff, we might be able to resurrect this. Teresa reminded the group that the in-state travel budget is limited by budget spending limitation. Any staff member that travels also takes out of this fund. Mileage has increased and per diem rates have increased.

Judy Pongratz suggested that we have two meetings in Salem and two regionally. Jeff asked that DPSST staff look at the budget and report at the next meeting.

5. **Process for Subcommittee Meetings**

Subcommittee Meeting process – Jeff advised the group that when having subcommittee meeting, you must advise staff so that public meeting notices can be posted. He encouraged groups to meet but let DPSST staff know.

7. **Subcommittee Reports**

Administrative Rule Committee – Jeff Martin -The policy committee is the Admin. Rule Committee this go around because we are working on the monumental task of re-vamping the OAR's.

Accreditation – Judy Pongratz – Karen Evans advised we have already done a large company and have two that are requesting accreditation. Jeff asked what large company

and Karen advised that it was Fred Meyer's and that the two requesting are out of state alarm companies.

Curriculum - Judy Pongratz - Mike James has met with Judy and he has made it an easy process for SME's to be able to work with curriculum. English language rule allows us to do all curriculum in English.

Armed – Ed Winnett – Subcommittee Meeting first week of December. Will be discussing several items, which will be brought to the Committee

Alarm – Jim Essam – He is getting the subcommittee meetings organized and they will be telephonic. He is working with Karen Evans to do the telephonic meeting with three individuals who want to join.

Investigators – Phil Agrue – He has received good response from constituents wanting to become involved in subcommittee. ID Cards and reciprocity are the two big issues.

Unarmed – Brandon Mak – Nothing to report.

6. **New member orientation**–

Jeff recognized that we have a few new members on the Policy Committee Member. Jim Essam and Ernie Loy. Orientation binders were given out and Karen gave a 15-minute overview of the orientation. Karen reminded the group that the Policy Committee position is not for individual agendas or personal ideas. The statute that shows relationship between the Board, DPSST and the Policy Committee should be reviewed thoroughly. Department's job is to operationally implement statutory requirements. Members must now follow all of the State's ethics laws and regulations because Policy Committee members are now "Public Officials." Teresa briefly spoke about the travel policy and reimbursements. Karen talked about the examples of the forms in the orientation

8. **Agency Update**

IASIR conference update and Mike James.

Reminder of terms and term limits: Some of you have term limits that are coming up. If you have a question about it, please contact Jeff.

*Brandon Mak is coming up on his term limit and the unarmed security position will be open soon. The group thanked Brandon for his time and dedication.

*Eric Morse – Will expire the middle of 2010. He is on his second term and manufacturing position will open up.

*Art Smith – Term limit (1) will expire January 2010.

*Hospitality and Public Member are still open but Hospitality has a possible applicant

9. **Next Private Security/Investigators Policy Committee Meeting is February 16, 2010, at 1:30p.m. at DPSST, 4190 Aumsville Hwy SE, Salem, Oregon 97317.**

Meeting adjourned at 2:13 PM