

STATE OF MINNESOTA PRIVATE DETECTIVE AND PROTECTIVE AGENT SERVICES BOARD

1430 Maryland Avenue East, St. Paul, Minnesota

JUNE 28th, 2022 – LICENSING COMMITTEE MEETING SUMMARY

MEMBERS PRESENT: Richard Hodsdon (remote)

ATTORNEY GENERAL REPRESENTATIVE: Stephen Melchionne (remote)

MEMBERS NOT PRESENT: Scott Mueller

EXECUTIVE DIRECTOR: Hugo McPhee

BOARD STAFF: Megan Canny

BOARD STAFF NOT PRESENT: Kate White

Hodsdon called the meeting to order on June 28th, 2022. A quorum is present.

1. REVIEW OF MAY 2022 LICENSING COMMITTEE MEETING MINUTES

- **Motion:** Hodsdon makes a motion to approve May 2022 minutes. Hodsdon approves. Motion carried.

2. RENEWAL CONSENT AGENDA:

LICENSE HOLDERS
PAC 301 – Protective Services Group, Inc.
PDC 622 – Investigative & Loss Control Services, Inc
PAC 1120 – B.R.A.S.S. Security, LLC

*** Indicates license holder provided a renewal with no issues upon original submission.*

- **Motion:** Hodsdon makes a motion to approve. Hodsdon seconds and approves. Motion carried.

3. RENEWALS IN NEED OF COMMITTEE REVIEW:

PDI 2134 & PAI 2133 – Michael Kelly DbA Alias Investigations

Original License Dates: 6/30/2020

Renewal Due Date: 6/1/2022

1 Employee

Hodsdon notes that at the time the meeting packet was sent out on June 21, 2022, we had not received outstanding information for the Armed Affidavit of Training, he asks staff if there are any updates. Staff confirms that they have received the outstanding information, that Mike Kelly is in attendance at the meeting, and there is no further issues with the information.

- **Motion:** Hodsdon makes a motion to approve the renewal with a Letter of Education. Hodsdon seconds and approves. Motion carried.

PAC 2011 – Prosegur Services Group, Inc

Original License Date: 6/28/2016

Renewal Due Date: 6/1/2022

24 Employees

Hodsdon notes that the renewal was on time but incomplete with a Letter of Explanation, he asks Staff if there is anyone from the company present at the meeting. Staff states that no one from the company is present and the company is under restructuring and they currently do not have a CEO or CFO that can sign the application. Staff

states that they have been working with the Qualified Representative Forrest Dodd and Pamela, a compliance manager to make sure renewal items are being submitted while they wait to name a new CEO and CFO. Staff is comfortable with what has been submitted but needs to wait until they name new officers.

- **Motion:** Hodsdon makes a motion to put this license into contingent status. Hodsdon seconds and approves. Motion carried.

PAC 264 – Metropolitan Priority Protection, Inc. Dba M.P.P.I.

Original License Date: 5/20/2002

Renewal Due Date: 6/1/2022

8 Employees

Hodsdon notes that they have a timing issue with the training due to Covid. Staff confirms that they have met the required number of training hours but they are stacked into year two. Hodsdon states that this has been an issue with many license holders due to Covid and that we will not hold it against them.

- **Motion:** Hodsdon makes a motion to approve the renewal with a Letter of Education. Hodsdon seconds and approves. Motion carried.

PAC 328 – Loomis Armored US, LLC

Original License Date: 6/28/2010

Renewal Due Date: 6/1/2022

50 Employees

Hodsdon states that there are issues on the Affidavit of Training with background checks timing and asks if anyone from the company is present. Staff states that we do not have anyone in the room or remote. Hugo states that the license holder has been cooperative and we have worked with them to clear up some confusion on if Drivers needed to be under the license. Staff has clarified that under MN statutes Drivers do need to be under the license. Hugo also noted that the license holder does not dispute that a number of employees had their background checks late and have taken steps to ensure that this doesn't happen again.

- **Motion:** Hodsdon makes a motion to approve the renewal with a Letter of Education. Hodsdon seconds and approves. Motion carried.

PAC 335 – American Security Associates, Inc

Original License Date: 3/26/2021

Renewal Due: 6/1/2022

3 Employees

Hodsdon notes we received the renewal application with missing information and asks Staff is there has been any updates. Staff states that they have not received the missing information and this application is not ready for review.

- **Motion:** Hodsdon makes a motion to put this license into contingent status. Hodsdon seconds and approves. Motion carried.

PDC 2014 – Jackson Investigative Group

Original License Date: 6/28/2016

Renewal Due Date: 6/1/2022

1 Employee

Hodsdon states that the license holder has had some issues with meeting the training requirements and asks if there is anyone present from the company. Staff states that yes, Diane Jackson has joined the meeting remotely. Hodsdon asks Diane if other than the .5 hours of training in year one, if everything else was correct (with her application), Diane stated that was correct. Hodsdon asks what happened. Diane states that during the start of Covid she was operating a group home for the disabled and she was focused on that not her Private Detective License. Diane states that she is currently up to date with her training. Hodsdon asks if Staff has anything further to bring to his attention. Staff states that there is nothing further.

- **Motion:** Hodsdon makes a motion to approve the renewal with a Letter of Education. Hodsdon seconds and approves. Motion carried.

PAC 2132 – Black Knight Protection Agency

Original License Date: 5/30/2020

Renewal Due Date: 6/1/2022

41 Employees

Hodsdon notes that there are issues with the Affidavit of Training and asks Staff if there is anyone present from the company. Staff states that yes Dave and Terry are present. Staff also notes that an updated Affidavit of Training has been submitted since the meeting packet was sent out; 23 employees did not complete pre-assignment training, 0 employees were missing CEU hours in Year One and 14 employees were missing CEU hours in year one. Hodsdon asks what happened with their training. Terry states that they had a misunderstanding with the employee that was overseeing training and have now moved people through 12 hours of training. Hodsdon asked if their trainer was in-house? License holder states that their trainer is in house, and has now gotten his training approved by the board, this employee is now no longer with the company. The license holder has now submitted an application to become an approved trainer so that he can take care of the pre-assignment training. Hodsdon notes that this is their first renewal cycle and that they are a new organization and asks if employees are now up to date to training. The license holder confirms that they are. Hodsdon asks if Staff has anything else. Staff states that they have been very helpful and cooperative to work with and are aware of what caused the issue and have taken steps to fix the issue.

- **Motion:** Hodsdon makes a motion to approve the renewal with a Letter of Education. Hodsdon seconds and approves. Motion carried.

PDI 2135 – Lawrence Conley II Dba Happy 2 Help Investigations

Original License Date: 6/30/2020

Renewal Due Date: 6/1/2022

1 Employee

Hodsdon notes that training was stacked due to Covid and asks if anyone from the company is present. Staff notes that Lawrence Conley is present. Lawrence greets Hodsdon. Hodsdon notes that this license holder does not have a disciplinary history. Staff notes that this license holder also experienced a common issue with individual license holders; they had not completed the BCA/FBI background check, but that has been completed without issue. McPhee restates that this issue of individual license holders completing a background check after their license was approved has been common. Hodsdon agrees.

- **Motion:** Hodsdon makes a motion to approve the renewal with a Letter of Education. Hodsdon seconds and approves. Motion carried.

PDC 2136 – Vulpine Investigations, LLC

Original License Date: 6/30/2020

Renewal Due Date: 6/1/2022

1 Employee

Hodsdon notes that this renewal had an issue with the missing background check as well and asks if anyone is present from the company. Staff states that Derek is present. Derek states that he has been having issues with the BCA not knowing which form is needed to complete that check. McPhee states that he believes Derek was not speaking with the Criminal History Unit but with someone at the front desk instead, we will work with the Criminal History unit to help Derek get what is needed to complete this check. Hodsdon agrees that was likely the case.

- **Motion:** Hodsdon makes a motion to put this license into contingent status. Hodsdon seconds and approves. Motion carried.

4. CURRENT CONTINGENCIES:

PDC 2065 – Kaczmarek & Associates LLC

Original License Date: 5/30/2018

Renewal Due Date: 5/1/2022

1 Employee

Hodsdon notes that this application is missing information and asks Staff if there are any updates. Staff states that there are no updates and this application is not ready for review.

- **Motion:** Hodsdon notes that this license will continue as contingent status as a matter of law.

PDC 2067 – Third Shore Investigations, Inc

Original License Date: 5/30/2018

Renewal Due Date: 5/1/2022

2 Employee

Hodsdon asks Staff if there are any updates. Staff states that this application is now complete and ready for review. Hodsdon notes that they are not any relevant disciplinary history and asks Staff if this includes Letters of Education. Staff confirms they do not have any Letter of Education for late renewal applications.

- **Motion:** Hodsdon makes a motion to approve the renewal with the Letter of Education. Hodsdon seconds and approves. Motion carried.

PAC 2130 – All American Protection Agency, LLC

Original License Date: 5/28/2020

Renewal Due: 5/1/2022

X Employee(s)

Hodsdon asks Staff if there are any updates. Staff states that there are no updates and we have not heard from the license holder.

- **Motion:** Hodsdon notes that this license will continue as contingent status as a matter of law.

PDC 2066 –iUNLIMITED INCORPORATED

Original License Date: 5/30/2018

Renewal Due Date: 5/1/2022

X Employee(s)

Hodsdon asks Staff if there are any updates. Staff states that there are no updates and we have not heard from the license holder.

- **Motion:** Hodsdon notes that this license will continue as contingent status as a matter of law

PDI 2009—Alexander Coelho
Original License Date: 4/26/2016
Renewal Due Date: 4/1/2022
1 Employee

Hodsdon asks Staff if there are any updates. Staff states that there are no updates and we have not heard from the license holder.

- **Motion:** Hodsdon notes that this license will continue as contingent status as a matter of law

PDC 2062—Anonymous Investigative Services
Original License Date: 4/24/2018
Renewal Due Date: 4/1/2022
X Employees

Hodsdon asks Staff if there are any updates. Staff states that there are no updates and we have not heard from the license holder.

- **Motion:** Hodsdon notes that this license will continue as contingent status as a matter of law

5. **TABLED RENEWALS:**

PAC 2128 – Next Global Security, Inc.
Original License date: 3/31/2020
Renewal Due date: 3/1/2022
10 Employees

Hodsdon notes that at the last meeting the committee voted to approve this license contingent upon receiving outstanding materials and asks Staff for an update. Staff confirms that they sent in the materials needed.

- **Motion:** Hodsdon moves, seconds and approves the license for renewal.

6. **LAPSED LICENSES:**

PDC 1199 – Contego Investigative Services, LLC
Original License Date: 02/26/2016
Renewal Due date: 2/1/2022
X Employees

Hodsdon notes that they have sent in their renewal application. Staff confirms that they have sent the application and it is complete.

- **Motion:** Hodsdon makes a motion to approve the renewal with a Letter of Education. Hodsdon seconds and approves. Motion carried.

PAC 2055 – Construction Services, LLC

Original License date: 02/27/2018

Renewal Due date: 2/1/2022

X Employees

Hodsdon asks Staff if there are any updates. Staff states that there are no updates and we have not heard from the license holder.

- **Motion:** Hodsdon notes that this license will continue as lapsed status as a matter of law

PDC 1060 – Midwest Legal, LLC

Original License date: 3/26/2012

Renewal Due date: 3/1/2022

X Employees

Hodsdon asks Staff if there are any updates. Staff states that there are no updates and we have not heard from the license holder.

- **Motion:** Hodsdon notes that this license will continue as lapsed status as a matter of law

7. SURRENDERED LICENSES: NONE.

8. EXPIRED LICENSES: NONE.

9. OFFICER CHANGES: NONE,

10. TABLED OFFICER CHANGES:

NAME OF ENTITY	Pro Dog Security, LLC
LICENSE TYPE & NUMBER	PAC 1127
TYPE OF CHANGE	QR & CEO
CHANGE FROM	Keith Rowan
CHANGE TO	Aaron Hall

Hodsdon asked if there are any updates on the ND License verification. Staff states we have not received that information, notes that they are up for renewal soon so we will receive more information from them soon.

- **Motion:** Hodsdon moves and seconds to approve the officer change. Motion carries.

11. NEW APPLICANTS:

NAME OF ENTITY	Intermediate District 287
LICENSE TYPE	Protective Agent Corporation
QUALIFIED REPRESENTATIVE	Jacob Horejsh
MINNESOTA MANAGER	NA
CEO	Sandy Lewandowski
CFO	Mae Hawkins

Hodsdon asks if anyone from the company is present. Staff confirms that there is not. Hodsdon notes that they have met the requirements and asks if there is anything further he should know about. Staff states that they do not have any concerns. Hodsdon notes that school security is a booming part of the industry.

- **Motion:** Hodsdon moves and seconds to approve the license. Motion carries

NAME OF ENTITY	Jennifer E. Russell
LICENSE TYPE	Private Detective Individual
MINNESOTA ADDRESS	4349 Beard Avenue South Mpls MN 55410

Hodsdon notes that the applicant has a number of hours of experience and asks if the representative is present. Jennifer E. Russell is present. Hodsdon states that her experience as a reporter and producer is relevant and asks about her scope of business. Russell confirms that she hopes to continue to work in media and has started her own LLC to create a podcast. She also has plans to work with lawyer Beth Burleson and another law firm in Minneapolis and Mr. May would also like to work with her. Hodsdon asks if Staff has any concerns or comments. Staff does not. Hodsdon asks the traditional “Hessel” question, does Russell intend to work armed? Russell states she does not plan to work armed.

- **Motion:** Hodsdon moves and seconds to approve the license. Motion carries

NAME OF ENTITY	Keith Keeley
LICENSE TYPE	Private Detective Individual
MINNESOTA ADDRESS	4205 Paris Avenue N, Stillwater, MN 55082

Hodsdon asks if there is a representative present. Staff states that Keeley is not present. Hodsdon notes that they meet the requirement for experience and that they have training, asks Staff if there is any outstanding issues or concerns. Staff notes that there is not.

- **Motion:** Hodsdon moves and seconds to approve the license. Motion carries

NAME OF ENTITY	Michael John Cincotta
LICENSE TYPE	Private Detective Individual

MINNESOTA ADDRESS	150 South Fifth Street, Suite 2500, Mpls., MN 55402
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Hodsdon asks if Mike is present. Staff unmutes Mike Cincotta. Cincotta greets Hodsdon. Hodsdon asks Cincotta what the scope of business is. Cincotta states that he plans on helping corporate clients with unclaimed property recovery. Hodsdon asks if he will be working armed, Cincotta states he plans on working unarmed. Hodsdon notes that if he changes his mind that there is additional training that will be required. Hodsdon asks if Staff has additional questions or concerns. Staff states that they do not.

- **Motion:** Hodsdon moves and seconds to approve the license. Motion carries

12. TABLED APPLICANTS: NONE.

13. ISSUES AND DISCUSSIONS: NONE.

14. CLOSED SESSION:

Melchionne confirms there is no need for a closed session.

The next Licensing Committee meeting is scheduled for Tuesday, July at 10:00 am.

Hodsdon asks Staff about upcoming meeting dates. Staff confirms that they will send out an email to confirm the meeting dates and time.

- **Motion:** Hodsdon moves and seconds to adjourn the meeting. Motion carries

**STATE OF MINNESOTA
PRIVATE DETECTIVE AND PROTECTIVE AGENT SERVICES BOARD
1430 Maryland Avenue East, St. Paul, Minnesota
June 28th, 2022 TELECONFERENCE MEETING SYNOPSIS**

MEMBERS PRESENT: Richard Hodsdon (remote), Allen Garber (remote), Melinda Elledge, Douglas Belton
ATTORNEY GENERAL REPRESENTATIVE: Stephen Melchionne (remote)
EXECUTIVE DIRECTOR: Hugo McPhee
ADMINISTRATIVE ASSISTANT: Megan Canny
MEMBERS NOT PRESENT: Scott Mueller
STAFF NOT PRESENT: Kate White

Hodsdon call the meeting to order on June 28th and a quorum was present. Since Board members were remote a roll call vote is required.

1. REVIEW OF MAY 2022 BOARD MEETING MINUTES

2.

- **Motion:** Hodsdon called for a motion to approve the May 2022 Minutes. Garber made the motion. Belton seconded the motion. Roll was called: Garber yes, Belton yes, Elledge yes, Hodsdon yes. Motion carried.

3. TRAINING APPROVAL SUMMARY

McPhee presented the following information-

- 14 New Training Course Applications
- 10 Instructor Applications
- 133 CEU Requests – these are courses “after the fact” approvals, like a conference.

4. REVIEW LICENSING COMMITTEE UPDATES

(McPhee presented the *numbers below from the Licensing Committee meeting held at 10:00 am*)

- 12 Renewals approved
- 2 Contingencies granted and/or continued
- 8 Letters of Education issued
- 0 Penalties issued
- 1 Officer changes approved
- 4 New applications approved
- 0 Surrendered licenses
- 0 Expired licenses

5. REQUEST TO SPEAK TO THE BOARD: NONE

6. OTHER ISSUES AND DISCUSSIONS: NONE

7. ANNOUNCEMENTS:

Hodsdon announces that Hugo McPhee will be leaving the Executive Director position to take an opportunity as Deputy City Manager for Burnsville.

Hodsdon asks the Board if they have any issues, questions or concerns. Belton asks McPhee how many licenses are currently active. McPhee says at current there are 370-380 active licenses. 55/44% split between Protective Agent and Private Detective licenses. Hodsdon notes that there are more employees under Protective Agent licenses than Private Detective Licenses.

Belton asks if there is a timeline to name a new Director. McPhee says the Commissioner is looking to fill the role rather than have an interim Director.

8. CLOSED SESSION:

Melchionne confirms that a closed session is not needed.

- **Motion:** Hodsdon called for a motion to adjourn. Elledge made the motion. Belton seconded the motion. Roll was called: Garber yes, Belton yes, Elledge yes, Hodsdon yes. Motion carried.

Next meeting scheduled for Tuesday JULY 28th, 2022 at 11:00 am