

# STATE OF MINNESOTA

## PRIVATE DETECTIVE AND PROTECTIVE AGENT SERVICES BOARD

### MINUTES

June 25th, 2013

**LOCATION:** 1430 Maryland Avenue East, St. Paul, Minnesota  
**MEMBERS PRESENT:** Pat Moen, Jim Hessel, Steve Wohlman  
**MEMBERS NOT PRESENT:** Drew Evans, Rick Hodsdon  
**ATTORNEY GENERAL REPRESENTATIVE:** Frank Aba-Onu  
**AGENCY STAFF:** Greg Cook, Executive Director

The meeting was called to order at 10:01 a.m. by Moen.

### REVIEW OF May 2013 MEETING MINUTES

The draft minutes of the May 28th, 2013, meetings were reviewed. In reviewing the Aging Report Wohlman stated the agency has done an outstanding job of working through the issues and processing the applications, officer changes, and renewals. Wohlman moved to approve the minutes; Hessel seconded. The motion passed unanimously.

### PREVIOUS CONTINGENCIES:

Cook requested that the Board lift the following contingencies on all but PDC#907 A Infidelity Investigations, Inc. A background check form is still outstanding for A Infidelity Investigations, Inc and the issue was tabled until the end of the meeting.

<b>PDC #1044: Insight Service Group, Inc.</b>	<b>PDI #776: Peter J. Buchanan</b>
<b>PDC #907: A Infidelity Investigations, Inc</b>	

Hessel motioned to lift the contingencies; Wohlman seconded. The motion passed unanimously. At the end of the meeting the issue with A Infidelity Investigations was discussed. Hessel motioned to grant renewal of #907 – Infidelity Investigations, Inc contingent upon a clean background check and added that the assessment of a penalty should be reviewed at the next board meeting; Wohlman seconded. The motion passed unanimously.

### Consent Agenda

Cook is requesting a motion of approval for the following reissuance's due in June 2013 as they have provided all materials and have no issues.

<b>Licensee's Presented with Reissuance</b>	<b>Licensee's Presented with Reissuance</b>
<b>PAC#321: Andy Frain Services, Inc. *</b>	<b>PDC#988: Claims Bureau</b>
<b>PAC#331: JBM Patrol and Protection Corporation</b>	<b>PDC#1000: Lind Investigations</b>
<b>PAC#240: QualPro Services</b>	<b>PDI#782: Raymond DiPrima</b>
<b>PAC#181: Phoenix Security Company</b>	<b>PDC#828: Unified Investigations &amp; Science, Inc.</b>
<b>PDI#755: William D. Raduenz</b>	<b>PDI #1045: Patrick McPherson</b>

Wohlman motioned to approve consent agenda items for renewal; Hessel seconded. The motion passed unanimously.

### CURRENT RENEWAL CONTINGENCIES:

Cook requested contingencies on the following renewals:

<b>Licensee's Presented with Renewal</b>	<b>Licensee's Presented with Renewal</b>
<b>PDC #285: A.S.P. of Moorhead, Inc.</b> <ul style="list-style-type: none"> <li>They had mistakenly sent in there renewal packet in August. The agency had mistakenly cashed there check.</li> </ul> <i>There is a mysterious check for \$170 in the packet. Some documentation missing. Need to work further with license holder.</i>	<b>PDC #958 Specialized Private Investigations</b> Missing insurance certificate
<b>PDI #921 William R. Gowin</b> Received packet June 17th. Need more time to review.	

Cook stated that insurance was received for PDC #958 and asked motion of approval. Wohlman motioned to approve; Hessel seconded. The motion passed unanimously. Cook stated that he needs more time to review the renewals for PDC #285 and PDI #921. Wohlman motioned to approve contingencies; Hessel seconded. The motion passed unanimously.

### LAPSED AND SURRENDERED LICENSES:

None at this time.

### Training Course & Instructor Approvals

TYPE	PROVIDER	ADDRESS	INSTRUCTORS	COURSE NAME	HRS
Protective Agent -Initial Armed	Ron Bradley and Associates	527 Aldine St. St. Paul, MN. 55104	Ron Bradley	Handgun	16
Protective Agent -Initial Armed	Ron Bradley and Associates	527 Aldine St. St. Paul, MN. 55104	Ron Bradley	Refresher Pre Assignment	6

Protective Agent –Initial Armed	Spinner's Tactical Training	526 233rd St. Baldwin, WI 54002	Jerry Spinner	Armed Security guard Firearms Training program	12
Protective Agent –Continuing	Hannon Security Services	9036 Grand Ave South, Bloomington, MN 55420-3634	Clayton Narum	Silent Storm- Intimate Partner Violence and Stalking	1

Wohlman motioned to approve the training courses; Hessel seconded. The motion passed unanimously.

## **NEW LICENSE APPLICANTS:**

### **Defense Investigations Group (DIG)**

Glen Matthew Ernest Qualified Representative and Minnesota Manager  
1060 A Main Street  
Hanson, MA 02341  
Local address to be determined

Applying for a Corporate Private Detective License

Cook addressed the Board and explained that the application for Defense Investigations Group had gotten misplaced because it had been mixed in with unrelated paper work. The application dates back to 1/13/12 and Cook thanked the Ernest for his patience. Moen welcomed the applicant and asked him to provide the Board with his background and what the scope of his business would be. Ernest gave a brief history of his past work history with the US Coast Guard and as a security officer. Ernest stated he began working as an investigator for Northern Reporting Service in 2000 and has continued working as an investigator through a few difference agencies for the last 13 years. Ernest stated the scope of the business will mainly be insurance based claims with some surveillance and background checks. Moen asked if there will be any other employees and he stated that he will be the only one. Moen asked if Ernest would be armed and he stated 'no'. Wohlman asked Ernest if he planned to live in Minnesota, and where would his office be. Ernest stated he does plan to live in Minnesota and work out of his home. Wohlman also asked if Ernest was aware of the training requirements and if he has completed any training in Minnesota. Ernest stated he is aware of the training requirements and that he completes 6 hours of CEU's per year in Minnesota. Cook addressed the Board regarding an issue with the bond but asked that the application be approved contingent upon receipt of the original bond.

Hessel motioned to approve the license contingent upon receipt of the original bond; Wohlman seconded. The motion passed unanimously.

### **Northwood Fraud Investigations**

Kathleen Michael  
105 North Wall Ave  
Ogilvie, MN 56358

Applying for an Individual Private Detectives License

Moen welcomed the applicant and asked her to provide the Board with her background and what the scope of her business would be. Michael's stated that she has been working as an investigator since 1991. In 2005 she became a FT welfare fraud investigator for the country, but since 2010 she has been working as a contract employee. She currently investigates welfare fraud with Wright and Stearns Counties and she plans to continue being contracted with the county but wants the license so she can hire someone to help her. Wohlman asked Michaels to clarify if she was an employee or a contracted worker, and asked if she receives a w-4. Michaels

stated that she is a contracted employee and she receives a 1099. Wohlman then addressed the issue about the work Michaels is currently doing, and stated that it seems she should have already gotten a license to do the work. Cook noted he requested and received a letter from Michaels that explained that situation and had provided it to the Board. Michael's stated that she does not do any of the investigating and that she only prepares the cases to be sent to the County Attorney's Office. Michaels also stated that the Human Services division said she did not need a license to do the work she is doing. Wohlman addressed the duties listed in Statute 326.338 and offered a copy to Michaels. Upon reviewing the Statute Michaels stated she does not complete any of those duties as a contracted employee. Wohlman asked Michael's if she would have any employees and she stated that after she gets the license she would like to hire some. Wohlman asked if Michaels will be armed and she stated 'no'. Cook addressed the Board and stated that there is an outstanding issue with the bond but asked that the application be approved contingent open the bond issue being resolved.

Wohlman motioned to approve the license contingent upon the bond issue being resolved; Hessel seconded. The motion passed unanimously.

## **Changes of Officers**

### **AER Investigations PDC #871**

Michael Rentz Qualified Representative, CEO (change)  
1927 2nd Ave SE  
Rochester, MN 55904

Moen welcomed Rentz and asked him for a brief history on the company. Rentz stated he started working in hotel security in 1990 and got his executive protection education on 1991. He then worked as a Reserve Deputy Sheriff and an investigator for Midwest Welfare Fraud until 2000 when he and his partner first obtained the license for AER Investigations and began doing investigations and security work. Recently the scope of the business has been mainly protective work. Rentz stated that his partner recently left the company which is why he is requesting the officer change. Moen asked if he planned to change the company name and Rentz stated he has no plans to do this. Moen asked if Rentz planned to have any other employees and he stated not at this time. Moen asked if Rentz would be armed and he stated 'yes' he will be armed. Hessel asked Rentz if he is aware of the required training since he is going to be armed and Rentz stated he is aware of the requirement. Cook addressed the Board regarding the issue of the entity doing mainly protective agent work under a private detective license was addressed. Cook stated that since this is an issue that is currently being dealt with by the Board no action will be taken until a determination be made by the Board regarding the issue of private detectives providing protective agent services.

Wohlman motioned to approve the officer change; Hessel seconded. The motion passed unanimously.

## **REQUEST TO SPEAK TO THE BOARD**

None at this time.

## **OTHER ISSUES AND DISCUSSION:**

**Training.** Cook addressed the Board and stated that he is still working on reviewing training courses for Board approval and certification. There were 165 courses that needed approval and it is down to 135 now. Cook stated that approximately 1/3 are over 3 years old, 1/3 have minimal work needed, and 1/3 need extensive review. Cook asked the Board to advise how he should handle the courses that are over 3 years old. Hessel asked if these training applications are still active and Cook stated until a determination is made he is considering that the courses need to be reviewed. Moen asked Cook what his strategy is for reviewing the courses and Cook stated he has been working on them in chronological order and those applications that are well organized, legible, and complete assist him in the reviewing process. Cook suggested and the Board agreed that he is to compose a letter to send out to all training providers that have aged applications and

request the status of those files. If the providers do not respond, are no longer in business, or state their applications are no longer current Cook can remove them from the list of those that need to be reviewed.

**Online Licensing: eLicensing.** Cook stated he has been working with the eLicensing division of the Minnesota IT services (MNIT) in order to analyze and determine if their system can be utilized by license holders for the application, renewal process, and possibly training certification. Cook has requested that MNIT give a presentation at the July 30th Board meeting, which they agreed. Cook stated that there are many factors that affect the ability to use such a system such as original signatures, notarization, and original documentation that are required. Cook stated other states have implemented such systems with success and this will drastically reduce time, resources, and costs for both license holders and the agency in processing the data required for licensing and renewals. Along with this system Cook is researching the possibility of receiving payments online through a credit card system. Cook noted that there is a surcharge involved in addition to the fee's which makes it too costly as license holders already pay large fees for applications and renewals. Cook would like to see the fees reduced to absorb the surcharge cost.

**Private Detective vs. Protective Agent licensing (continued).** Cook addressed the Board and stated this is an issue that still needs work on. Cook stated that new applicants seeking to provide both investigative and protective services are advised that they will need to apply for both types of licenses, but as of now there is no determination on current license holders who are doing protective agent work under a private detective license. Cook stated there are many legal and statutory issues involved and that he is researching a way to accommodate the license holders including reduction of initial fees for the required protective agent license and expedition of processing.

**Revision of Fees.** Cook addressed the Board and stated that the initiative of an online licensing system and the issue involving private detectives providing protective agent services is affected by the ability to reduce the fees. Cook advised the Board of his goal to reduce licensing and renewal fees as Minnesota has what so far is found to be the third highest fees in the country. Cook stated he is currently researching fee structures from other state agencies. Cook provided a pricing schedule with options for discounting these fees, but stated that per his discussion with the Attorney General Representative any changes in fees has to be approved by the legislature. This was confirmed by the Attorney General Representative who stated he would research further to determine what steps are needed to revise the fees.

**Agging Reports.** Bill Gordon, a license holder in attendance at the meeting, brought to the attention of the Board that he appreciates the work Cook has been doing to get applications, renewals, officer changes, and training certification completed in a timely manner. Gordon thanked Cook for all his hard work. Moen thanked Gordon and added that she felt it was important to make note that a thank you be extended to Cook on behalf of the Board and all license holders. Cook stated that without the assistance and wisdom of the Board many of the accomplishments the past year may not have been achieved and in return extended a thank you to the Board. Wohlman stated that the Board appreciates Cook's efforts and requested that it be documented in the meeting minutes.

At 11:04 a.m. Wohlman motion to adjourn the meeting, Hessel seconded. The motion passed unanimously.

**Next meeting is scheduled for July 30th, 2013 at 10:00am.**