

STATE OF MINNESOTA

PRIVATE DETECTIVE AND PROTECTIVE AGENT SERVICES BOARD

February 24, 2015 Meeting Minutes

Location: 1430 Maryland Avenue East, St. Paul, Minnesota

Members Present: Drew Evans, Pat Moen, Jim Hessel and Steve Wohlman

Attorney General Representative: Jacob Fischmann and Peter Magnuson

Members Absent: Richard Hodsdon

Agency Staff: Greg Cook, Executive Director

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

Review of January Meeting Minutes & Aging Reports

Moen stated she reviewed the meeting minutes and found them accurate. Wohlman mentioned corrections that needed to be made on PAC#177 and PAC#305 both from '*Wohlman approved*' to '*Wohlman moved to approve*'. Evans approved the changes. Hessel seconded the motion. The motion passed unanimously.

Current Contingencies

PAI #302 – Myrle Beckman: [Contingency Expires March 2015]

Cook explained that Beckman is still in the process of transferring over his business, and he is asking for more time. Cook stated that the contingency expires in March. Moen inquired about whether the contingency expires on March 1st or March 31st. Moen stated that in the past there has been question about what type of action the Board can take. Cook stated that technically the 60 day contingency should be from the day of the board meeting when the contingency is first granted. Evans inquired if any further action needs to be taken at this point. Cook stated that no action is ready to be taken at this point. Wohlman moved to approve the continuance of contingency. Hessel seconded the motion. The motion passed unanimously.

PAC #177 – Guardsmark, LLC: [Contingency Expires March 2015]

Wohlman and Evans inquired whether the paper work for approval of training courses was turned in prior to the renewal, but just never got approved, or if the paperwork was not turned in for approval until it was sent in with the renewal. Cook stated that Guardsmark only sent in the paperwork for pre-approval with their renewal, not prior.

Evans stated it's important for the board to send a message to Guardsmark for providing training prior to approval and that if they seek approval after the fact, it circumvents and defeats the purpose of having pre-approval for training. Evans stated that their disciplinary history issues are mostly related to training. Wohlman added that they are for training and identification cards. Wohlman moved to lift the contingency with a Letter of Education & Conciliation. Pat Moen seconded the motion. The motion passed unanimously.

PAC #305 – Shields Services, LLC: [Contingency Expires March 2015]

Wohlman moved to lift the contingency, Moen second the motion. The motion passed unanimously

PDC #559 – Fitz Corporation: [Contingency Expires March 2015]

Cook stated that the agency has not received any response from Fitz Corporation. Therefore he was requesting the contingency continue until March as he tries further contact with the license holder. Wohlman moved to approve the continuance of contingency. Hessel seconded the motion. The motion passed unanimously.

PDC #704 Examination Management Services, Inc.: [Contingency Expires March 2015]

Evans inquired about what further issues were remaining with this renewal. Cook explained that he had not printed out a disciplinary history at this point, and that he was requesting more time to figure out the issues related to the previous renewal. Cook also stated that there are issues related to the training that is still being worked through. Evans moved to approve the continuance of the contingency until March. Wohlman seconded the motion. The motion passed unanimously.

Renewal Consent Agenda

License Number	License Type	License Holder
156	PAC	Knight Security Inc.
268	PAC	Port-O-Wild's Security Services, Inc.
329	PAC	State-Wide Protective Agency, LLC
408	PDC	National Insurance Crime Bureau (NICB)
426	PDC	Legal Express, Inc.
507	PDC	Loss Prevention Specialists, Inc.
588	PDC	Information Reporting Services, Inc.
827	PDC	Setter and Associates, LLC
938	PDC	Prairieland Fire & Forensics, Inc.
953	PDC	WayPoint, Inc.
1079	PDC	National S.I.U., Inc.
472	PDI	John R. Wallace
750	PDI	Henry Langer
825	PDI	Jodi K. Hoffmann
861	PDI	Peter J. Legus
954	PDI	Jerry R. Cziok
627	PDP	Teichner, Feinwachs & Schwasinger
826	PDP	Sohlberg Associates, LLP
620	PDC	Active Research Investigations, Inc.
1020	PDC	G4S Compliance & Investigations, Inc.
318	PAC	SA Security, LLC
995	PDC	Kantorowicz Investigations, LL

Wohlman stated that he would like for PAC#156 to be voted on individually from the rest of the consent agenda, and that he would not be voting on this matter. Evans stated that the board would vote separately on PAC #156.

Evans moved to approve PAC#156 for renewal, Hessel seconded the motion, Wohlman abstained. The motion passed unanimously.

Evans motioned for approval on all the other reissuances, Wohlman seconded. The motion passed unanimously.

Renewals With Issues:

PAC #235 Starlight Security, Inc.

Cook stated that as of that morning he had not yet received anything from this license holder in regard to their renewal, and he was asking for a contingency. Moen moved to approve the contingency. Evans seconded the motion. The motion passed unanimously.

PAC #318 SA Security, LLC

Hessel stated the previous site supervisor moved and went to another company in Wisconsin. The current supervisor was not trained in properly about the rules and regulations in regard to training, and that he was not aware that all employees had to complete pre-assignment training within 21 days of hire. Hessel stated that he has been in contact with the new supervisor and informed him of these rules. Hessel stated that all training as of now is up to date. Hessel mentioned that he would not be voting on this matter. Wohlman moved to approve the renewal license, Moen seconded the motion. The motion passed unanimously, Hessel abstained.

PDC #989 EFI Global, Inc.

Evans inquired if the only issue was in relation to the application being late, and asked about when the application was due. Cook stated that the applications are due on the first of the month, and that the application was 8 days late. Moen moved to approved the renewal license with a Letter of Education and Conciliation, Wohlman seconded the motion. The motion passed unanimously.

Evans suggested that PDC 1074, PDC 1075, PDC 1076 and PDC 1078 be all voted on together since they are all requesting a contingency.

PDC #1074 Nola Investigates: Criminal Investigations, LLC

Cook explained that Nola Investigates is located out of New Orleans, and that they are unsure whether or not they want to continue their licensure in Minnesota. Cook stated that he has received some of the paperwork from them, but that they are still missing parts of the renewal. Cook explained that NOLA would like to wait on sending in the rest of the information until they decide whether or not they are going to keep their Minnesota license.

PDC 1075 Kroll Background Screening

PDC 1076 Kroll Cyber Security

Cook explained that both Kroll Background Screening and Kroll Cyber Security are subdivisions of Kroll International, and that he is missing parts from both renewals. Cook stated that he received some of the paperwork from Kroll the previous day around 11:00am. Cook further stated that he did not have time to review what they turned in.

PDC 1078 Gibbs and Associates

Cook stated that no renewal has been received from this license holder at this point and he has still not heard anything from this license holder after several attempts to contact them.

Wohlman moved to approve a contingency for PDC 1074, PDC 1075, PDC 1076 and PDC 1078. Hessel seconded the motion. The motion passed unanimously.

Tabled:

Protection Services

Cook explained that he has been in contact with the applicant's legal counsel and they have requested more time to prepare the documentation the Board requested. Cook inquired about how much time the Board would like to allow this renewal to be tabled. He stated that it has been several months now, and inquired about what the next step would be. Evans suggested that they allow it to be tabled for one more month. Evans also suggested that the Executive Director contact this license holder before next month's meeting and request a timeline of how long much longer they believe they may need.

Lapsed Licenses:

None at this time.

Surrendered Licenses:

None at this time.

Training Course & Instructor Approvals:

None at this time.

Officer Changes – Consent Agenda

None at this time.

New License Applicants – Present:

None at this time.

New License Applicants – Consent Agenda:

None at this time.

Additional License Applicants – Consent Agenda:

Applicant Business Name:	Heartland Information Services, Inc
Applicant Name:	Paul Jaeb
Physical Address:	520 Nicollet Mall Suite#520, Minneapolis MN 55402
Type of License Applying For:	Protective Agent Corporate
Date Received:	January 28, 2015
Scope of Business:	General security services
Requirements met?: (YES/NO)	Yes
Executive Director Notes: Heartland is a longtime license holder who has been providing protective agent services and is wishing to comply with the statutes in regard to dual licensing.	

Hessel moved to approve the dual license, Wohlman seconded the motion. The motion passed unanimously.

Other Issues and Discussion:

Cook mentioned the Renewal Issue Analysis spreadsheet provided. Cook stated that the research found that within the last eight months 87% of the renewals are coming back with issues. Cook stated further that the agency provides a checklist that apparently is not being used by all those renewing. This causes extensive work done by the agency to follow up.

Evans stated he appreciated the analysis being provided. The number of licenses in Minnesota, compared the percentage of renewals with issues, shows the board in his opinion that they have been lenient in providing Letters of Education and Conciliation. If the issues are not being corrected more fines should be given to make it clear. The time of the Executive Director with limited staffing cannot be spent going over information that is clearly spelled out on the checklists that are provided for the license holders with their renewal packets. Evans appreciated the time the agency has provided to the license holders in making sure the issues are fixed before the board meetings. The board will have to get their attention. Evans understands everyone will have issues as they come along with affidavits of training and such, but he would like to see them being proactive and educating the Board as to what happened before the Executive Director could figure out the issues and why.

Wohlman inquired if there was anything that the Board could do to help with this problem. Wohlman also inquired about how much training has been sent in that is currently waiting to be approved.

Cook stated that there is a fairly large stack, and that he thinks there may be 40-60 training courses that he has not been able to review yet. Cook explained that it is more important for him to get renewals, applications and officer changes completed first because there are statutory requirements and license holders pay a fee to get these things done. Cook explained that there is no fee to have training approved, there is no statutory requirement on when it needs to be done, there are many training course already provided, so the training unfortunately becomes a lower priority.

Wohlman moved to adjourn the meeting. Hessel seconded the motion to adjourn the meeting. The motion passed unanimously. The meeting was adjourned at 10:27 a.m.

Next meeting is scheduled for March 31, 2015 at 10:00am.