

**STATE OF MINNESOTA  
PRIVATE DETECTIVE AND PROTECTIVE AGENT SERVICES BOARD  
1430 Maryland Avenue East, St. Paul, Minnesota  
May 26<sup>th</sup>, 2015  
MEETING MINUTES ROUGH DRAFT**

**Members Present:** Drew Evans, Richard Hodsdon, Jim Hessel and Steve Wohlman  
Attorney General Representative- Jacob Fischmann  
**Members Not Present:** Pat Moen  
**Agency Staff:** Greg Cook, Executive Director

Evans called the meeting to order at 10:05 am.

**1. REVIEW OF MARCH MEETING MINUTES & AGING REPORTS**

Evans asked the Board Members if they had a chance to review the items. The Board stated they had. Hodsdon moved to approve the April 2015 Meeting Minutes, Hessel seconded the motion. The motion passed unanimously.

**2. CURRENT CONTINGENCIES**

**PAC #1080 Allied National Services [Contingency Expires May 2015]**

Cook explained he had not received the renewal packet and that the contingency period was complete. The Board agreed that the license was currently in lapsed status.

**PDC #1083 Fundholders Reports, LLC [Contingency Expires May 2015]**

Cook stated the license holder had completed all remaining requirements and requested a lifting of contingency. Wohlman motioned to lift the contingency, Evans seconded the motion. The motion passed unanimously.

**PDC #1084 – Blue Eagle Investigations, Inc. [Contingency Expires July 2015]**

Cook stated the license holder had completed all remaining requirements and requested a lifting of contingency. Wohlman motioned to lift the contingency, Hodsdon seconded the motion. The motion passed unanimously.

**PDI #674 – Wilbur E. Johnson [Contingency Expires July 2015]**

Cook stated the license holder had completed all remaining requirements and requested a lifting of contingency. Hessel motioned to lift the contingency, Hodsdon seconded the motion. The motion passed unanimously.

### 3. **RENEWAL CONSENT AGENDA**

Cook is requesting a motion of approval for the following reissuance's as they have provided all materials and have no issues:

LICENSE HOLDERS
PDC #486: Kleinberg Protective Agency, Inc.
PDI #1043: Robert Bredsten
PDC #903: American Security
PAC #219: Granite City Armored Car, Inc.
PAC #285: Covenant Security Services, Ltd
PDI #1086: Joseph Dolan

Hodsdon motioned to approve the renewals consent agenda, Wohlman seconded the motion. The motion passed unanimously.

### **MAY RENEWALS WITH ISSUES:**

Cook stated that the license holder was late in getting their packet submitted, as they got their two different licenses mixed up. Wohlman motioned to grant a contingency, Hodsdon seconded. The motion passed unanimously.

### 4. **SURRENDERED LICENSES:**

Cook informed the Board that the following license holders were not renewing their license:

PDC 882 Collins Investigations

PDI #440: Tim Mulloy

### 5. **TRAINING COURSE & INSTRUCTOR APPROVALS:**

TYPE	PROVIDER	INSTRUCTORS	COURSE NAME	HRS
CPA	Securitas Security Services	Gary Geragi	Active Shooter Response and Incident Techniques	4
PPA	Whelan Security	Robert Spratt & Mike Nguyen	Whelan Security Pre-Assignment	12
CPA	Whelan Security	Robert Spratt & Mike Nguyen	Whelan Refresher	6
IA	Blue Line Defense	Terry Pretzloff	Initial Armed	6
CA	Blue Line Defense	Terry Pretzloff	Continuing Armed	6
IA	Empire Investigation and Protective Services	Paul Gherardi	Firearms	4
IA	Empire Investigation and Protective Services	Paul Gherardi	ASP Baton	2
IA	Empire Investigation and	Paul Gherardi	Ground Fighting	4

	Protective Services			
PPA	RS Executive Protection	Steve Donofrio	Protective Agent Pre-Assignment	12
CPD	PI Education	Thomas H. Humphreys	Grasping at Heals: Deception Detection 101	6
CPD	PI Education	Thomas H. Humphreys	Skip Tracing & Missing Persons Investigations	6
CPD	PI Education	Thomas H. Humphreys	Medicolegal Death Investigations	6
CPD	PI Education	Thomas H. Humphreys	Serious Surveillance	6
CPD	PI Education	Thomas H. Humphreys	Investigators Guide to Insurance Claims Investigations	6
CPD	PI Education	Thomas H. Humphreys	Investigators Guide to Forensic Photography	6
CPD	PI Education	Thomas H. Humphreys	Specialized Forensic Photography & Diagraming	6
CPD	PI Education	Thomas H. Humphreys	Apprehending Bail Fugitives	6
CPD	PI Education	Thomas H. Humphreys	Hiring for Integrity Pre-employment Screening	6
CPD	PI Education	Thomas H. Humphreys	Conducting Identity Theft Investigations	6
CPD	PI Education	Thomas H. Humphreys	Private Detective Perspective on Homeland Security	2
CPD	PI Education	Thomas H. Humphreys	Industry Ethics for Private Investigators	2

PROVIDER	INSTRUCTORS
Whelan Security	Robert Spratt
Whelan Security	Michael Nguyen
RS Executive Protection	Steve Donofrio
GSSC	Sean Michael Leeman

Hodsdon motioned to approve the training courses and instructors, Hessel seconded. The motion passed unanimously.

**6. OFFICER CHANGES – Consent Agenda:**

<b>License Holder Business Name:</b>	<b>Donan Engineering</b>
<b>License Type/Number:</b>	<b>PDC #1056</b>
<b>Name of Officer</b>	<b>From Lancelot Furber to Anthony Liddell</b>
<b>Type of Officer Change:</b>	<b>Minnesota Manager</b>
<b>Physical Address:</b>	<b>11321 Platside Dr., Louisville, KY 40299</b>
<b>Local Address:</b>	<b>9100 Waverly Cr, Eden Prairie, MN 55347</b>

<b>License Holder Business Name:</b>	<b>Claims Bureau, Inc.</b>
<b>License Type/Number:</b>	<b>PDC #988</b>
<b>Name of Officer</b>	<b>From Gerald Whelan to Michael Sackman</b>
<b>Type of Officer Change:</b>	<b>Minnesota Manager</b>
<b>Physical Address:</b>	<b>7 Constitution Way, Woburn, MA 01801</b>
<b>Local Address:</b>	<b>2061 2<sup>nd</sup> St., Lake Park, MN 56554</b>

<b>License Holder Business Name:</b>	<b>Universal Protection Service</b>
<b>License Type/Number:</b>	<b>PAC #1093</b>
<b>Name of Officer</b>	<b>Christopher Thornton to Nicholas Luciano</b>
<b>Type of Officer Change:</b>	<b>QR/ MN</b>
<b>Physical Address:</b>	<b>1551 N. Tustin Avenue, #650, Santa Ana, CA 92705</b>
<b>Local Address:</b>	<b>9036 Grand Ave So., Bloomington, MN 55420</b>

Hodsdon motioned to approve the officer changes, Wohlman seconded the motion. The motion passed unanimously.

## 7. NEW LICENSE APPLICANTS – Consent Agenda

<b>Applicant Business Name:</b>	<b>CERO's, LLC dba Alert Security</b>
<b>Type of License Applying For:</b>	<b>Corporate Protective Agent License</b>
<b>Chief Executive Officer:</b>	<b>Christopher Wright</b>
<b>Chief Financial Officer:</b>	<b>Mark Witt</b>
<b>Qualified Representative:</b>	<b>Mark Witt</b>
<b>Minnesota Manager:</b>	<b>Mark Witt</b>
<b>Physical Address:</b>	<b>11140SW Barbur Blvd., #105, Portland, OR 97219</b>
<b>Local Address:</b>	<b>1660 S Hwy 100 #500A, St. Louis Park, MN 55416</b>

Cook stated the only remaining item was that the bond needed to be corrected. Wohlman motioned to approve the license contingent upon the agency receiving a corrected bond, Hessel seconded. The motion passed unanimously.

<b>Applicant Business Name:</b>	<b>Ahtna Facility Services, Inc.</b>
<b>Type of License Applying For:</b>	<b>Corporate Protective Agent</b>
<b>Chief Executive Officer:</b>	<b>Brenda Rebne</b>
<b>Chief Financial Officer:</b>	<b>Matt Tisher</b>
<b>Qualified Representative:</b>	<b>Steven Scharfe</b>
<b>Minnesota Manager:</b>	<b>Steven Scharfe</b>
<b>Physical Address:</b>	<b>110 West 38<sup>th</sup>-Suite 200E, Anchorage, AK 99503</b>
<b>Local Address:</b>	<b>100 S 5<sup>th</sup> St #1075, Mpls, MN 55402</b>

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

<b>Applicant Business Name:</b>	<b>Secureguard</b>
<b>Type of License Applying For:</b>	<b>Corporate Protective Agent</b>
<b>Chief Executive Officer:</b>	<b>Patricia De L Marvil</b>
<b>Chief Financial Officer:</b>	<b>Patricia De L Marvil</b>
<b>Qualified Representative:</b>	<b>Roger Bruley</b>
<b>Minnesota Manager:</b>	<b>Roger Bruley</b>
<b>Physical Address:</b>	<b>6858 Old Domimon Dr. #307 McLean, VA 22101</b>
<b>Local Address:</b>	<b>6040 Earle Brown Dr. #480 Brooklyn Center, MN 55430</b>

Cook stated the only remaining item was that the bond needed to be corrected. Wohlman motioned to approve the license contingent upon the agency receiving a corrected bond, Hodsdon seconded, the motion carried.

## 8. NEW LICENSE APPLICANTS – Present

<b>Applicant Business Name:</b>	<b>Alexander George MacGillis</b>		
<b>Type of License Applying For:</b>	<b>Individual Private Detective</b>		
<b>Physical/Local Address:</b>	<b>2925 30<sup>th</sup> Ave S, Mpls, MN 55406</b>		

Evans welcomed MacGillis to the meeting and asked him to explain his background, qualifications and what the scope of his business would be. MacGillis stated he had worked 8 years as an investigator and analyst in the insurance industry. He stated he planned on doing mainly insurance defense work, but also provide services for attorneys. Cook stated that there was a question regarding his proof of financial responsibility. Cook cited that the applicant submitted a document that may not fit the criteria of a 'Networth Statement'. The document provided was titled 'Accountants Compilation Report' and some of the language within the documentation mitigated the responsibility of the accountant to ensure the figures were accurate. Cook stated he attempted to contact the accountant that produced the document, but has not received a response. Wohlman discussed the requirements set forth by statute and asked MacGillis to explain the situation. MacGillis stated he was attempting to get a further explanation from his accountant, but he had not received a response. MacGillis stated that his accountant had ensured him the document was adequate, but to ensure he was complying with the statute and he would seek a general liability policy.

Cook noted that there was an issue with the notarization of the original application. Cook stated the application was not signed, yet notarized. Cook had since requested and received a correctly signed and notarized application but was curious as to how this happened as a notary's duty is to identify the signor and witness the signature prior to notarizing a document. MacGillis stated he had used a notary from a local bank and could not explain how that happened.

Hodsdon stated that he was concerned with the length of time that lapsed from when he last did investigative work, in 2004, and how that might affect his current knowledge of investigations. MacGillis stated he would be taking a pre-assignment course and was not opposed to taking additional continuing education classes.

Evans stated that a Certified Public Accountant should be able to accurately verify and report one's financial situation and suggested that further review of the applicant should be tabled until the next meeting at which time the Board should be provided documentation that meets the criteria of financial responsibility.

Wohlman motioned to table the application until the June meeting, Hodsdon seconded, the motion carried.

<b>Applicant Business Name:</b>	<b>Terri Mathis dba Stellar Investigations</b>		
<b>Type of License Applying For:</b>	<b>Individual Private Detective</b>		
<b>Physical/Local Address:</b>	<b>40800 430<sup>th</sup> Ave, Atkin, MN 56431</b>		
<b>Date Received:</b>	<b>4/9/2015</b>		
<b>Scope of Business:</b>	<b>General Investigations – Civil matters</b>		
<b>Previous Relevant Employment:</b>	<b>Title:</b>	<b>From:</b>	<b>To:</b>

Aitkin Co. Sheriff Department	Deputy Sheriff	4/5/1999	Present
Renville Police Department	Police Officer	6/1997	4/1999
Mille Lacs Co. Sheriff Department	Deputy Sheriff	9/1996	6/1997
<b><u>Executive Director Notes:</u> Applicant has a stellar background, well qualified. Excellent application. No issues.</b>			

Evans welcomed Mathis to the meeting and asked her to explain her background, qualifications and what the scope of her business would be. Mathis explained that she would be involved in civil issues assisting law firms and also locating missing persons. Cook noted her extensive career in law enforcement from 1996 to present and that she was a current Aitkin County Deputy Sheriff. Wohlman asked if she understood the laws regarding use of government vs private data in her current position. Mathis ensured the Board that she understood and that she would not utilize government database to obtain information.

Hodsdon motioned to approve the license, Hessel seconded. The motion passed unanimously.

#### 9. ADDITIONAL LICENSE APPLICANTS: – Consent Agenda

<b>Applicant Business Name:</b>	<b>American Security PDC #903</b>
<b>CEO</b>	<b>Guy Mingo</b>
<b>CFO</b>	<b>Christopher Reid</b>
<b>Qualified Representative</b>	<b>Steven Klein</b>
<b>Physical Address:</b>	<b>1717 University Avenue West, St. Paul, MN 55104</b>
<b>Type of License Applying For:</b>	<b>Additional Corporate Protective Agent</b>

<b>Applicant Business Name:</b>	<b>Eric Kleinberg</b>
<b>CEO</b>	<b>Eric Kleinberg</b>
<b>CFO</b>	<b>Eric Kleinberg</b>
<b>Qualified Representative</b>	<b>Eric Kleinberg</b>
<b>Physical Address:</b>	<b>5932 Fairwood Drive, Minnetonka, MN 55345</b>
<b>Type of License Applying For:</b>	<b>Additional Corporate Protective Agent</b>

Cook explained that these applicants were current private detective license holders and were applying to meet the requirements of dual license holders. Hessel motioned for approval of the additional applications, Wohlman seconded. The motion passed unanimously.

#### 10. ADDITIONAL LICENSE APPLICANTS - TABLED:

<b>Applicant Business Name:</b>	<b>Talon Investigations LTD</b>
<b>Applicant Name:</b>	<b>Scott Hielsberg</b>
<b>Physical Address:</b>	<b>1552 White Bear Ave, St. Paul, MN 55101</b>

Type of License Applying For:	PAC
Date Received:	11/24/2014
Scope of Business:	General Security Services
<u>Executive Director Notes:</u> License holder is applying for additional license per statute. No issues with application.	

Hessel motioned for approval of the additional applications, Wohlman seconded. The motion passed unanimously.

## 11. OTHER ISSUES AND DISCUSSION:

Hodsdon brought up for discussion the use of some forms he created to be used in regard to unlicensed activity. Cook explained that upon being notified of an entity possibly conducting unauthorized practice, they should be notified of such and educated about the statutes related to the services they may be providing. Within that notification they should be informed of the proper procedure for licensure. Hodsdon provided a form that could also be used to notify law enforcement of the situation. Evans stated that the agency should use these forms going forward as they deem necessary.

Hodsdon stated in review of the data practices act he re-drafted the complaint letter. The Board discussed the revisions and agreed to use the complaint forms going forward.

At this time the board adjourned the meeting pursuant to Minnesota Statute 13d.01 subd. 2 in order to discuss disciplinary matters. Evans departed the meeting at this point and Hodsdon maintained the role of interim board chair

At the conclusion of the closed session Hodsdon opened the meeting back up to the public. Hodsdon brought to the attention the matter of Joe Collins, Topwater Investigations and the non-payment of his renewal fee. Hodsdon stated that per the statutes and rules involved Collins licensed is now considered expired.

Hodsdon then asked for a motion to adjourn the meeting, Wohlman made the motion. The motion passed unanimously and the meeting was adjourned.

**Next meeting is scheduled for June 30th, 2015 at 10:00am.**