

DRAFT MARCH 3, 2016

Department of Criminal Justice Services
Private Security Services Advisory Board
Libbie Mill Public Library – County of Henrico
2100 Libbie Lake East Street
Henrico, Virginia 23230
(804) 290-9400

March 3, 2016

Members Present

Mr. Daniel Schmitt, Chairman
Chief Craig Branch
Mr. Dave Killip, Secretary
Mr. Charles Ciccotti
Mr. Frederic Pleasants, Jr.
Mr. Eric A. Pohland
Ms. Ann Trinca
Mr. James “Danny” Washburn, Jr.

Members Absent

Vice-Chairman Mr. Kevin Hodges
Mr. Robert Dickenson, II
Mr. Stokes McCune
Mr. James Powell, Jr.
Mr. Robert Soles
Mr. George Stephens

DCJS Staff Present

Ms. Fran Ecker, Agency Director
Ms. Teresa Gooch, Division Director
Mr. Leon Baker, Customer Service
Mgr.
Ms. Brenda Cardoza, Administrative
Support
Ms. Debbie Roberts, Research
Analyst
Mr. Viktor Shuparskyy,
Adjudication Coordinator
Ms. Barbara Peterson-Wilson,
Regulatory Mgr.

1. Meeting Called to Order: Chairman Daniel Schmitt called the meeting to order at 10:09 a.m.

2. Acceptance of Meeting Minutes: Chief Branch moved to accept the minutes from the December 1, 2015 meeting, Mr. Pohland seconded the motion. With no objections, the minutes were unanimously approved.

3. Public Comment: No public comment was received.

4. DCJS Agency Director – Fran Ecker

A management study of the functions of the Security Services section of the Department was conducted July 2015 – October 2015. The consultants met with and received information and input from all members of Security Services and looked at processing business licenses and registrations, staffing, organizational structure and customer service to offer ideas on efficiencies

from a business perspective, to improve customer service to our constituents.

The Department will re-establish a division of regulatory services that is separate from Law Enforcement and will establish a Division Director position. There will be a phased implementation of three sections to focus on specific elements of the Division's critical functions: 1. Customer Service; 2. Licensing; and 3. Compliance, Enforcement and Training; There will be a re-evaluation of staffing to include a few new positions.

5. DCJS Report:

The agency provided a status report on the Credential Management System (CMS) and a legislative update from the 2016 General Assembly session. Most notable was the passage of Senate Bill 424 that established authority for the issuance of a photo ID for Private Security registrants.

6. Board Member/Committee Reports:

SCOP – Rick Pleasants

SCOPS are encountering difficulties in finding agencies to conduct background checks.

7. Old Business:

PSSAB Vacancy

The locksmith vacancy was re-advertised in January 2016; there were no applications received.

General Liability Insurance

Debbie Roberts, DCJS Research Center provided an analysis and report on the liability insurance limits reported by private security services businesses currently registered with DCJS.

After presentation of the information, the PSSAB voted to approve the following recommendations.

- Private security businesses shall be required to maintain comprehensive liability insurance in the amount of 1 million dollars in general aggregate liability insurance.
- Independent contractors working for private security businesses shall be required to maintain comprehensive liability insurance in an amount equal to the insurance requirements for private security businesses.
- Private security business should no longer have the option of securing a surety bond in place of comprehensive liability insurance.

8. New Business: The eleven positions listed below are eligible for appointment beginning July 1, 2016.

- electronic security business (2 positions)
- locksmith business (2 positions)

- private security services business (3 positions)
- certified law enforcement officer
- bail bondsman
- private investigator (2 positions)

The vacancy notice and application can be found at:
www.dcjs.virginia.gov/pss/pssab/publicnotice.cfm

9. Public Comments:

Paul Ellis

Mr. Ellis understands the work of managing bulk applications as he submitted 4,000 applications in 2015. Mr. Ellis thanked and acknowledged DCJS staff : Leon Baker, Brenda Cardoza, Monica Cooks, Kim Freiberger, Margaret Isler, Orlando Irving, Chris McDonald, Linda Strohecker and Karen Suttles for delivering timely and efficient customer service to them and the industry; DCJS for their efforts; and Teresa Gooch for her leadership and integrity.

Stan Corn

The photo ID bill went through because of the endless work of Nicole Gray. SCOPs not included in the bill because of possible delay and prevention of the passing of the bill.

Chris Roberts

The Department's decision to re-establish a division of Regulatory services that is separate from Law Enforcement is welcomed. The Department is doing a good job with expediting the process of applications; the delay in processing armed certifications cause an adverse impact both financially and personally for the business as well as the employee.

10. Announcements: The Crime Prevention Clinic is scheduled for 09/28/2016.

11. Adjournment: Chief Branch moved to adjourn the meeting. Mr. Pleasants seconded the motion. With no objections, Chairman Schmitt adjourned the meeting at 12:20 p.m.