

Virginia 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 1, 2023

Member(s) Present

Mr. Jagdish Katyal, Jr., Chairman
Mr. Frank Kollmansperger, Secretary
Mr. Jason L. Back
Mr. Rodney Budd
Mr. Jeffery P. Dodson, Jr.
Mr. David A. Gambale
Ms. Marie Marshall
Mr. Michael Niner
Mr. James Reynolds
Mr. Christopher G. Stuart

Member(s) Absent

Mr. Michael Ashley, Vice Chairman
Mr. Charles Law
Mr. Christopher Mortensen
Mr. Stephen Shiflett
Mr. Jason P. Tassinari

DCJS Staff Present

Ms. Aubrey Granderson, Division
Division Director
Ms. Anika Coleman, Licensing
Manager
Mr. Robert Mason, Customer
Service and Criminal History
Manager
Ms. Brenda Cardoza, Criminal
History Fingerprint Specialist

1. Meeting Called to Order/Roll Call: Chairman Jagdish Katyal, Jr. called the meeting to order at 10:00 a.m. Chairman Katyal asked Ms. Cardoza to call roll. Ms. Cardoza advised that there was a quorum of Board members to conduct business.

Chairman Katyal introduced and welcomed new PSSAB member Jason L. Back, Locksmith Business Representative.

2. Acceptance of Meeting Minutes: Mr. Christopher Stuart made a motion to accept the minutes from the October 5, 2022, meeting; Mr. David Gambale seconded the motion. With no objections, the minutes were unanimously approved.

3. 1st Public Comment Period (2 minutes per speaker): There were no public comments made.

4. Board Member/Committee Reports:

5. DCJS Report:

Ms. Aubrey Granderson presented the DCJS report. Ms. Granderson greeted and thanked everyone for the opportunity to provide a brief DCJS update.

The first update is Ms. Aubrey Granderson, the new Division Director for Licensure and Regulatory Services at DCJS.

Mr. Leon Baker retired. Ms. Granderson has been hired to fill the role of Division Director for Licensure and Regulatory Services. Mr. Baker has a long and respected history with the private side of public safety. It is fortunate that Mr. Baker and Ms. Granderson had 2 weeks to work together before he began his leave. He did a fantastic job preparing for this transition. That said, there is a lot to learn, and it will take some time. Fortunately for all of us, the DCJS team is here to help all of us with their experience, knowledge, and care.

A little about Ms. Granderson...

- She began working in Virginia state government over 20 years ago, and that's where she has spent most of her career.
- Immediately before coming to DCJS, she was the Deputy Director for the Office of Vital Records at the Virginia Department of Health. But she's spent the most time, 14 years, at the Department of Motor Vehicles, including nine years working with their Law Enforcement Division.
- She has a Master's degree in Public Administration, with a concentration in policy from Virginia Commonwealth University.
- All her work and academic experience has positioned her well for this role at DCJS. This feels like a great fit for her. She is already enjoying the job, and excited to continue learning and doing this work, including working with all of you.

Online Credentialing Management System

The Request for Proposal (RFP) has been issued. We are currently in the response review phase. We are wrapping up our first round of scoring now. We received four responses and will be asking all the responding vendors to prepare demonstrations in March. After the demos, we will complete the second round of scoring and select a vendor.

Staffing

Ms. Brandy Anderson left the Division on December 28, 2022. Brandy was the Licensing Program Manager for the business unit.

The vacant Licensing position was posted, and it closed last Friday, February 24. Ms. Anika Coleman, Licensing Manager, is screening applications. Hiring is one of the most important

things we can do, so we will move through that process as quickly as we can and look forward to sharing the name of our newest team member with you at a future meeting. This completes the DCJS report.

6. Old Business:

Mr. Mike Niner asked that the Board to move forward with recommending his reports on Human Trafficking, Uniform definition and 1099 Independent Contractor to the CJSB for approval.

Chairman Katyal made a motion to present the reports for approval by the CJSB. Mr. Budd seconded the motion. With no objections, the reports were unanimously approved for submission to the CJSB.

7. New Business:

Mr. Jason Back opened for discussion, communication between Private Security Service and Law Enforcement. He is seeking feedback from the PSSAB members and would like to discuss further in the next PSSAB meeting.

The PSSAB members briefly discussed creating a linked in page. The page would be managed by the PSSAB secretary.

8. 2nd Public Comment Period (5 minutes per speaker): There were no public comments made.

9. Announcements/Board Member Remarks:

The next Board meeting is Wednesday, May 3, 2023, 10:00a

The following positions will be eligible for appointment/reappointment:

- Bail Bondsmen
- (3) Private Security Services Business (providing security officers, armed couriers, detector canine handlers or security canine handlers) Representatives.
- Instructor Representative
- Law Enforcement Representative
- Locksmith Representative

10. Adjournment Mr. Dodson made a motion to adjourn the March 1, 2023, meeting. Mr. Niner seconded the motion. With no objections, Chairman Katyal adjourned the meeting at 11:15a.m.