



December 2023 Board Meeting Hot Sheet

The following is a summary of discussion points covered during the December meeting of the Private Protective Services Board and its committees. Meeting minutes and detailed committee reports will be available after receiving Board approval at its next meeting on Feb. 15, 2024.

Grievance Committee: 28 cases heard. Additional Grievance Committee discussion topics included:

1. Revising the Board's recently established [progressive consent agreement policy](#) to clarify when and how it should be applied. The updated version of the policy will be posted to the Board's website following Board approval in February 2024. The policy may be used to settle any registration violations investigations initiated on or after January 1, 2024.
2. The Committee expressed concern about a lack of responsiveness among some licensees and qualifying agents who are the subject of a Board investigation. The Committee wishes to remind the industry that failing to cooperate with a Board investigation, to include not providing requested documents within the required timeframe, may result in a violation of NCGS 74C-12(a)(29) [*Failed or refused to reasonably cooperate with the Board or its agents during an investigation of any complaint, allegation, suspicion of wrongdoing, or violation of this Chapter*], in addition to any other violations found.
3. The Committee revised its policy regarding the distribution of complaint investigation reports as follows: a full copy of the report will be provided to the respondent (licensee/registrant) before the Committee meeting but after the report has been given to Committee members; complainants and witnesses will be given an opportunity to review their individual statement(s) prior to the report being finalized.

Screening Committee: Reviewed 68 license applications and one registration denial appeal.

4. 65 licenses approved; 3 licenses denied; and 1 registration denial approved on appeal.

Law & Rules Committee:

5. Revisited an industry member proposal that the Board create administrative rules on liability insurance requirements. The Committee recommended the Board take no action on this proposal, as insurance is already required by statute. However, the Committee suggests licensees closely review their policies to ensure their professional activities are not excluded from policy coverage.
6. [Several administrative rules](#) were recently amended and approved by the N.C. Rules Review Commission, to include a new rule allowing for probationary private investigators and private investigator interns and apprentices (14B NCAC 16 .1109). This new rule and the amendments to existing rules go into effect Jan. 1, 2024.
7. The permanent [administrative rules](#) for the new Close Personal Protection (14B NCAC 16 .1501-.1504) and Digital Forensics Examiner (14B NCAC 16 .1601, .1701-.1708) licenses went into effect Nov. 1, 2023.

Training & Education Committee:

1. The Committee recommended, and the Board supported, the establishment of a special committee to evaluate the Board's continuing education requirements, including whether certain training topics should be mandated, depending on license type. The special committee will be comprised of Board members and licensees. Anyone interested in serving on this special committee should email Director Sherwin (paul.sherwin@ncdps.gov).
2. The 2024 schedule for unarmed and armed trainer certification courses is available [HERE](#).

Finance Committee

1. Had its initial meeting since being reformed in August. The Committee agreed to meet in June and October of each year for a detailed review of Board finances, and that Director Sherwin will send financial reports to Committee members prior to each Board meeting.

Emerging Technology Committee

2. Held its initial meeting since being reformed in August. The Committee's meeting focused on identifying topics it should seek to learn more about in the future, such as the use of non-lethal weapons and artificial intelligence in security. The Committee encourages industry members to offer suggestions for topics that could be researched by the Committee. Subject matter experts interested in potentially presenting on a relevant topic before the Committee should email Director Sherwin (paul.sherwin@ncdps.gov).

Other Board Discussion Points & Industry Reminders:

1. Key take-aways from the [IPSB Close Protection Conference](#), attended by Board members Andy Renfrow and Jerry Pitman: (1) The IPSB is working to develop a national standard for close protection professionals; (2) N.C. is among very few states (Texas and Virginia) that specifically regulate close protection work; (3) The line between close personal protection (CPP) and traditional security guard work is blurring; however NCGS 74C-3(a)(3) makes clear that CPP work is focused on protecting one person or maybe a small group of individuals, not a large ambiguous group of people or all occupants of a building.
2. Persons providing close personal protection (CPP) services may be eligible for a [CPP endorsement](#) to their existing PI license, if they were a licensed PI on or before Dec. 31, 2021. Others must apply for the separate CPP license.
3. Effective Sept. 1, 2023, persons providing CPP or digital forensics examiner (DFE) services are required to be licensed in accordance with [NCGS 74C-3\(a\)\(3a\)](#) and [74C-3\(a\)\(5a\)](#), respectively.
4. Board meeting minutes and past Hot Sheets can be found on the Board's [Meetings and Minutes webpage](#).
5. The Board's 2024 meeting schedule will be posted soon to the Meeting and Minutes webpage.