

MINUTES
OF THE
NORTH CAROLINA ALARM SYSTEMS LICENSING BOARD

DATE: May 25, 2017

TIME: 9:00 A.M.

PLACE: Holiday Inn Raleigh North
Raleigh, North Carolina

SUBMITTED BY: Phil Stephenson
Field Investigative Supervisor

MEMBERS PRESENT:

Ralph Gregory
Jack Ingle
John Sherbin
Courtney Brown
Larry Proctor

MEMBERS ABSENT:

John Walsh

STATE PRESENT:

Director Barry Echols
Investigator Melvin Turner
Investigator Ronnie Broadwell
Investigator George Daniels
Investigator Lee Kelly
Field Services Supervisor Phillip Stephenson

Board Secretary Cynthia Anthony
Attorney Jeff Gray

VISITORS:

Jason Lindquist
Timothy Ray Mangum
Mark Norman
Kevin D. Smith
Heath Hinson
Nick Williamson
Anita Surratt

Dorian Dehnel
Sebastian Dehnel
Jennifer Baratta
Duncan Hubbard
Ken Henke
Mack Donaldson
Stephen Tully

The May 25, 2017 meeting of the North Carolina Alarm Systems Licensing Board was called to order by Chairman Gregory at 9:00 a.m.

In accordance with the State Ethics Law, Attorney Gray read the following information. "It is the duty of every Board member to avoid both conflicts of interest and appearances of conflict. If any member has any known conflict of interest or appearance of conflict with respect to any matter coming before this Board today, please identify the conflict or appearance and refrain from the deliberation and vote in that matter."

Mr. Gregory welcomed all guests, including Pam Cashwell, Chief Deputy Secretary, Department of Public Safety.

MR. INGLE MADE A MOTION TO AMMEND THE MARCH 23, 2017 MINUTES TO CHANGE MR. PROCTOR FROM "MEMBERS ABSENT" TO "MEMBERS PRESENT." SECONDED BY MR. SHERBIN. MOTION CARRIED.

MR. INGLE MADE A MOTION TO APPROVE THE MARCH 23, 2017 BOARD MEETING MINUTES AS AMMENEDED. SECONDED BY MR. SHERBIN. MOTION CARRIED.

Mr. Ingle gave the Grievance Committee report.

MR. SHERBIN MADE A MOTION TO APPROVE THE GRIEVANCE COMMITTEE REPORT. SECONDED BY MR. BROWN. MOTION CARRIED

Mr. Sherbin gave the Screening Committee report.

MR. BROWN MADE A MOTION TO APPROVE THE SCREENING COMMITTEE REPORT AS PRESENTED. SECONDED BY MR. PROCTOR. MOTION CARRIED.

FINAL AGENCY DECISION

None

SPECIAL REPORTS AND PRESENTATIONS

Mr. Proctor gave the continuing education report.

1. IP Addressing for LANS and the Internet (IP Series Part 2) - The committee recommends approval for 1 CEU for this course.
2. Internet Connections for Physical Security Devices (IP Part 4) - The committee recommends approval for 1 CEU for this course.
3. Router Functions and Programming Options for Security Devices (IP Series Part 5) - The committee recommends approval for 1 CEU for this course.
4. Network Switches and Physical Security (IP Series Part 6) - The committee recommends approval for 1 CEU for this course.

5. Common Network Problems and Solutions (IP Part 7) - The committee recommends approval for 1 CEU for this course.
6. Network Testing and Cable Troubleshooting (IP Part 8) - The committee recommends approval for 1 CEU for this course.
7. Proper Wiring Technique - The committee recommends approval for 1 CEU for this course.
8. False Alarm Reduction 101 - Causes and Impacts - The committee recommends approval for 1 CEU for this course.
9. Video Forensics - The committee recommends approval for 1 CEU for this course.
10. Designing a Functional and Reliable Intrusion Alarm System - The committee recommends approval for 1 CEU for this course
11. Advanced Access Control Solutions - The committee recommends approval for 2 CEU's for this course.
12. Z-Wave Wireless Implementation - The committee recommends approval for 1 CEU for this course.
13. Z-Wave Wireless Basics - The committee recommends approval for 1 CEU for this course.
14. Troubleshooting a CCTV System - The committee recommends approval for 1 CEU for this course.
15. CCTV Testing Procedures - The committee recommends approval for 1 CEU for this course.
16. Designing a Video Surveillance System - The committee recommends approval for 1 CEU for this course.
17. Lighting: Surveillance Systems - The committee recommends approval for 1 CEU for this course.
18. Powering a Surveillance System - The committee recommends approval for 1 CEU for this course.
19. Site Survey: Meeting Client's CCTV Needs - The committee recommends approval for 1 CEU for this course.
20. CCTV Recording Devices - The committee recommends approval for 1 CEU for this course.
21. Monitors for CCTV Systems - The committee recommends approval for 1 CEU for this course.
22. Simple Networking for CCTV - The committee recommends approval for 1 CEU for this course.
23. CCTV Lenses - The committee recommends approval for 1 CEU for this course.
24. CCTV Camera Types - The committee recommends approval for 1 CEU for this course.
25. SWGIT/FBI Guidelines for CCTV Systems - The committee recommends approval for 2 CEU's for this course.
26. Transmission Methods for Video Surveillance Systems and CCTV - The committee recommends approval for 1 CEU for this course.
27. An Advanced Perspective of Residential Application and Layout - The committee recommends approval for 1 CEU for this course.
28. An Advanced Perspective of System Programming -The committee recommends approval for 1 CEU for this course.
29. An Expert Approach to Commercial Interior Detection - The committee recommends approval for 1 CEU for this course.
30. An Expert Approach to Commercial Perimeter Detection - The committee recommends approval for 1 CEU for this course.

31. Best Practices in Troubleshooting Burglar Alarm Systems - The committee recommends approval for 1 CEU for this course.
32. IP Survival Kit - The committee recommends **denial** because it does not meet the criteria.
33. Tools and Techniques for Low Voltage Installations - The committee recommends **denial** because it does not meet the criteria.
34. Off-Premises Reporting - The committee recommends approval for 1 CEU for this course.
35. Output Device Proficiency - The committee recommends approval for 1 CEU for this course.
36. Perimeter and Interior Detection - The committee recommends approval for 2 CEU's for this course.
37. Perimeter and Interior Sensors - The committee recommends approval for 1 CEU for this course.
38. Practical Guide to Control Panels - The committee recommends approval for 1 CEU for this course.
39. Proven Approaches to System Power Needs - The committee recommends **denial** because it does not meet the criteria.
40. Detection Devices in Specialized Applications - The committee recommends approval for 1 CEU for this course.
41. Applications of Electrical Theory for Alarm Professionals -The committee recommends approval for 1 CEU for this course.
42. Fundamentals of Documentation, Inspecting and Testing - The committee recommends **denial** because it does not meet the criteria.
43. Overview of NFPA 70E Standard for Electrical Safety in the Workplace - The committee recommends **denial** because it does not meet the criteria.
44. An Advanced Perspective of Commercial Application and Layout - The committee recommends approval for 1 CEU for this course.
45. Introduction to IP Networking for Physical Security (IP Series Part 1) - The committee recommends approval for 1 CEU for this course.
46. Wired and Wireless Connection of Devices (IP Series Part 3) - The committee recommends approval for 1 CEU for this course.
47. Auxiliary CCTV Components - The committee recommends approval for 1 CEU for this course.
48. Emerge Quick Install ASLB 13-808 - The committee recommends approval for 2 CEU's for this course.
49. PERS - A Security Business Opportunity ASLB 13-809 - The committee recommends approval for 2 CEU's for this course.
50. Linear IP Based Access Control ASLB 13-810 - The committee recommends approval for 2 CEU's for this course.
51. Locks and Strikes ASLB-09-345 - The committee recommends **denial** because it does not meet the criteria.
52. Networking Basics for Custom Security Integrators 13-845 - The committee recommends approval for 2 CEU's for this course.
53. Interlogix NX Series Control Panel – **deferred to July 2017 meeting.**
54. The 2020 Technician: Tools, Testors, Training and Techniques - The committee recommends approval for 2 CEU's for this course.

MR. INGLE MADE A MOTION TO ACCEPT THE COURSES AS PRESENTED EXCEPT COURSE #53- INTERLOGIX NX SERIES CONTROL PANEL (ASLB 08-301) HAS BEEN DEFERRED TO JULY 2017 MEETING. SECONDED BY MR. SHERBIN. MOTION CARRIED.

UNFINISHED BUSINESS

None

OLD BUSINESS

None

NEW BUSINESS

None

DIRECTOR'S REPORT

Mr. Echols presented the written report and advised as of May 17, 2017, the Alarm Board's balance was \$706,347.64. The Education Fund balance was \$65,858.78. As of 5/17/17, the Board has 969 licensees and 8719 registrants. He noted the Finance Committee was meeting with Darlene Langston, Budget Director.

Mr. Echols reported that the current card machine needs to be repaired. The cost is roughly \$700.00 and this printer will serve as a backup when the new Permutium system comes on-line.

Mr. Echols reported that there is a new investigator, Lee Kelly and new board secretary, Cynthia Anthony. All of the full-time positions have been filled except for the Lead Processing Assistant position in registration. Out of the 4 temporary employee positions, we currently have 3 on staff and the 4th is in the interview process.

Mr. Echols then gave an update on the Permutium project, noting the pilot project is scheduled to start next month. The companies to participate in the project have been selected (3 PPSB and 2 ASLB). Also, the scanning project is 60% through 2.8 million total records. The completion date is Sept/Oct 2017. They were told to step it up and aim for a completion of August 2017.

Mr. Echols stated this is his last Board meeting and addressed the Board, thanking them for their support. Ms. Cashwell stated they are working on finding a new Director.

Mr. Sherbin stated at the last Board meeting there were concerns pertaining to Finance and separating the data from Private Protective Service Board; the Board is spending more than it is bringing in. The numbers he reviewed were thru April. The amount spent was \$446, 000 and \$417, 000 receipts/revenues. A deficit of \$29,000. After further investigation it was determined that there was \$31,000 of one-time expenses. The move cost the Alarm Board \$9,000 and there were two more one-time expenditures, one for \$9,000 for the temporary employees (Feb –Nov 2015) and one for \$13,000 for the scanning project. The revenue and expenses are running typically.

Mr. Sherbin stated the Board has had very little money drawn from the Education Fund.

The Board previously discussed grants how it could generate more interest in the grant program. Mr. Gray supplied the Board a *draft* copy of what Private Protective Service Board has in place. He suggested the Board adopt a similar policy for applications for Education Fund grants and develop a criteria/guidelines. Also, he noted those educational opportunities must be open to all licensees and registrants.

Mr. Sherbin would like to have a finished *draft* at the next Board meeting.

MR. SHERBIN MADE A MOTION FOR RALPH GREGORY TO WORK ON THE REQUIREMENTS AND PROCEDURES PERTAINING TO THE EDUCATION POLICY FOR THE NEXT BOARD MEETING. SECONDED BY MR. ENGLE. MOTION CARRIED

MR. INGLE MADE A MOTION TO ACCEPT THE DIRECTOR'S REPORT AS PRESENTED. SECONDED BY MR. SHERBIN. MOTION CARRIED.

Mr. Stephenson addressed the Board with regard to the electrical license requirements and those licensees that were told that they were "*grandfathered*," but do not qualify for the exemption. Mr. Stephenson noted that the Board give direction and advice on those licensees that were approved as an administrative error.

MR. INGLE MADE A MOTION TO GIVE 180 DAY "GRACE PERIOD" TO THOSE THAT ARE NOT IN COMPLIANCE WITH THE LOW VOLTAGE ELECTRICAL LICENSE THAT WERE APPROVED DUE TO AN ADMINISTRATIVE ERROR AND ARE OUTSIDE OF THE "GRANDFATHER" PERIOD. THE STAFF WILL SEND CERTIFIED MAIL NOTIFICATION TO EACH COMPANY THAT HAS BEEN IDENTIFIED. SECONDED BY MR. SHERBIN. MOTION CARRIED

ATTORNEY'S REPORT

CONSENT AGREEMENTS & CIVIL PENALTIES.

1. Andrew Edward McColgan Jr. / Magnum Security - Consent Agreement in the amount of \$2,570.40. **Payment has not been received. To be rescheduled before Grievance Committee.**
2. Joel Christopher Garrett / Alert Detection Technologies, Inc. - Consent Agreement in the amount of \$225.00. **Payment has not been received. To be rescheduled before Grievance Committee.**
3. Nathan Taylor / Taylored Control Systems - Consent Agreement in the amount of \$9,180.00. **Payment has not been received. To be rescheduled before Grievance Committee.**

4. Kenneth Harris Tickle / American Eagle Security Services Inc. - Consent Agreement in the amount of \$550.80. **Payment has not been received. To be rescheduled before Grievance Committee.**
5. Adam Koch / Koch Security (Screening) - Consent Agreement in the amount of \$1,530.00. **Paid in full.**
6. Christopher Colin Broyles / Sylvester & Cochrum, Inc. (Screening) - Consent Agreement in the amount of \$1,530.00. **Paid in full.**
7. Homer Owen Weaver / Safe Home Security - Consent Agreement in the amount of \$1,652.40 and a civil penalty of \$2,000.00. **Paid in full.**

A discussion was held regarding the Consents that have gone beyond 60 days without payment of the agreed amount. It had previously been decided that the licensee would be re-noticed and brought before the Grievance Committee at the following Board meeting. Mr. Gray explained that internal practices complicate doing so but discussion will take place with staff on the development of a process.

Mr. Gray explained the need for the Board's approval on proposed administrative rules that are needed to implement the Board's decision to expand the current scope of the criminal history record check through the Board's statutorily approved third party provider, which is currently CRC.com. It will take a modification of our rules to expand to all criminal record checks. A draft of those rule amendments were provided to the Board. The Boards address has also been changed, the National Burglar and Fire Alarm Association changed its name about the same time as our Electronic Security Association changed its name from the North Carolina Burglar and Fire Alarm Association, and the Board has voted to approve Elite which is a company that does online training, so these changes are being made at the same time.

MR. SHERBIN MADE A MOTION TO ACCEPT THE ATTORNEY'S RECOMMENDATIONS CHANGES TO THE ADMINSTRATIVE RULES. SECONDED BY MR. BROWN. MOTION CARRIED.

Mr. Gray mentioned the periodic review of rules are coming up, the board discussed this at the last board meeting. This is a 10 year process. All state agencies review their rules every ten years and they are in their 3rd year. The alarm board rules are coming up for review in August. The rules have been posted on the website. If the rules are effective April 1, 2014 any rule changes after that time will not be considered. The notice has been posted and public comment period ends next week. The report is due to the rules review commission the 1st week of July. The board will be contacted at a later time for approval.

Mr. Gray reported the Board's bill and massive rewrite of 74-D did not get introduced before the House deadline. The House Sponsor has agreed to do a proposed mini substitute and add it to the PPSB bill.

Mr. Gray wanted to make the Board aware that we did get a notice from the house, the legislative liaison, wanting our input on a provision pertaining to only 2 sections of the 74-D rewrite, not the whole bill.

MR. INGLE MADE A MOTION TO ACCEPT THE ATTORNEY'S REPORT AS PRESENTED. SECONDED BY MR. BROWN. MOTION CARRIED

MR. INGLE MADE A MOTION TO GO INTO CLOSED SESSION TO DISCUSS PENDING OR THREATENED LITIGATION. SECONDED BY MR. PROCTOR. MOTION CARRIED.

CLOSED SESSION 10:34 a.m.
RECONVENE 10:55 a.m.

MR. INGLE MADE A MOTION TO AUTHORIZE THE CHAIR TO NEGOTIATE ON BEHALF OF THE BOARD THE SUM OF MONEY DISCUSSED IN THE CLOSED SESSION AND AUTHORIZE MR. GRAY TO FOLLOW THE INSTRUCTIONS FOR THE CLOSED SESSION. SECONDED BY MR. SHERBIN. MOTION CARRIED

Mr. Gray presented the updated Crimes Manual that the registration unit uses when processing registration applications and the licensing unit uses when processing license renewals.

MR. PROCTOR MADE A MOTION TO ACCEPT THE UPDATED CRIMES MANUAL FOR THE STAFF. SECONDED BY MR. SHERBIN. MOTION CARRIED

GOOD OF THE ORDER.

There was discussion with industry member concerning the address history for new registrant applications listing address history to the age of 18.

The next board meeting is July 20, 2017 in Charlotte, NC at the Comfort Suites, 7735 University City Blvd.

Jack Ingle stated that this is his last official Board meeting in that he has served the maximum number of terms; he will stay until his replacement is appointed.

MR. PROCTOR MADE A MOTION TO ADJOURN. SECONDED BY MR. INGLE. MOTION CARRIED.

Meeting Adjourned: 11:15 a.m.

Phil Stephenson
Field Investigative Supervisor

Cynthia Anthony
Reporter