

**MINUTES OF THE
NORTH CAROLINA ALARM SYSTEMS LICENSING BOARD**

DATE: May 19, 2022
TIME: 1:30 P.M.
PLACE: Hampton Inn & Suites Raleigh/Crabtree
3920 Arrow Drive
Raleigh, North Carolina 27612
SUBMITTED BY: Paul Sherwin Director

MEMBERS PRESENT:

Mack Donaldson
Jim Crabtree
Caroline Brown
Robert Graham
Mary Wood

MEMBERS ABSENT:

Stephen Wheeler
Larry Proctor

STAFF PRESENT:

Director Paul Sherwin
Attorney Jeff Gray
Deputy Director Amanda Rolle
Field Services Supervisor Kim Odom
PPSB Board Secretary Syconda Marrow
Deputy Secretary Caroline Valand
Gary Bullard
George Daniels
Darla Cole
Lee Kelly
Daniel Cheatham

VISITORS:

Dwain Hudson
Gerald Hudson
Paul Raymond
Tonika Dunbar
Reginald Cromartie
Eric Meyers

Raphael Allen
Warren McLaurin
R Courtney Brown
Duncan Hubbard
Darryl Bray

The May 19, 2022, meeting of the North Carolina Alarm Systems Licensing Board was called to order by Vice Chairman Jim Crabtree at 1:30 P.M.

Attorney Gray read the following statement:

"In accordance with the State Ethics Law, 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."

Chairman Stephen Wheeler recognized virtual guests by name and welcomed all guests.

CAROLINE BROWN MADE A MOTION TO ACCEPT THE MARCH 17, 2022, BOARD MEETING MINUTES. SECONDED BY ROBERT GRAHAM. MOTION CARRIED. NONE OPPOSED.

Jim Crabtree served as the Screening Committee chair and presented the Screening Committee report. The Committee met on May 19, 2022, from 11:33 A.M. to 1:04 P.M. to review a total of nine applications.

ROBERT GRAHAM MADE A MOTION TO APPROVE THE SCREENING COMMITTEE REPORT AS PRESENTED. SECONDED BY CAROLINE BROWN. MOTION CARRIED. NONE OPPOSED.

See attachment for the full Screening Committee Report

Mack Donaldson served as the Grievance Committee chair and presented the Grievance Committee report. The Committee met on May 19, 2022, from 9:00 A.M. to 10:30 A.M. and heard a total of six cases.

ROBERT GRAHAM MADE A MOTION TO APPROVE THE GRIEVANCE COMMITTEE REPORT. SECONDED BY MARY WOOD. MOTION CARRIED. NONE OPPOSED.

See attachment for the full Grievance Committee Report

SPECIAL REPORTS AND PRESENTATIONS

Caroline Brown presented the continuing education report. Mrs. Brown noted that there were eight submissions which included six course renewals and two new courses. All courses were approved.

ROBERT GRAHAM MADE A MOTION TO APPROVE THE CONTINUING EDUCATION REPORT AS PRESENTED. SECONDED BY MACK DONALDSON. MOTION CARRIED. NONE OPPOSED

See attachment for the full Continuing Education Committee Report

OLD BUSINESS

NONE

NEW BUSINESS

Director Paul Sherwin announced that there was an update regarding the Memorandum of Understanding between the Board and the Department of Public Safety. Discussion was tabled until the July 2022 meeting.

DIRECTOR'S REPORT

Director Paul Sherwin presented the Director's Report. The report included information about personnel changes, the status of the Board's active licensees and registrants, and a Board finances update.

MACK DONALDSON MADE A MOTION TO ACCEPT THE DIRECTOR'S REPORT AS PRESENTED. SECONDED BY MARY WOOD. MOTION CARRIED. NONE OPPOSED.

See attachment for full Director's report

ATTORNEY'S REPORT

Attorney Jeff Gray delivered his Attorney's Report, which included updates about the status of consent agreements, pending administrative rules changes, and legislative updates. The Committee also reviewed and discussed rules changes to 14B NCAC 17 .0201 and .0301 and recommended the Board approve changes to the rules.

CAROLINE BROWN MADE A MOTION TO ACCEPT THE ATTORNEY'S REPORT AS PRESENTED. SECONDED BY ROBERT GRAHAM. MOTION CARRIED. NONE OPPOSED.

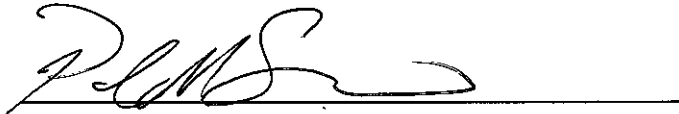
See attachment for full Attorney's report

GOOD OF THE ORDER

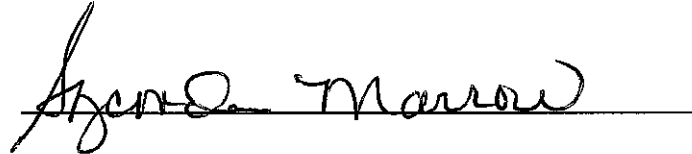
Director Sherwin responded to a question from guest regarding meeting locations.

ROBERT GRAHAM MADE A MOTION TO ADJOURN. SECONDED BY CAROLINE BROWN. MOTION CARRIED. NONE OPPOSED.

Meeting Adjourned: 1:54 P.M.

A handwritten signature in cursive script, appearing to read "P. Sherwin", written over a horizontal line.

Paul Sherwin Director

A handwritten signature in cursive script, appearing to read "Syconda Marrow", written over a horizontal line.

Syconda Marrow
Board Secretary

ASLB Grievance After Report for May 19, 2022 9:00 am

	Case Number	Complaint Against	Allegation(s)	Grievance Committee Recommendation	Board Action
1.	2021-ASLB-025	Seth Brewer Beddes Alder Holdings, LLC 450 N 1500 Orem, UT 84059	NCGS 74D-8 NCGS 74D-10(a)(19)	Defer to the July 2022 meeting.	Accepted
2.	2021-ASLB-027	Patrick Newcomb Tech 945 W Andrews Ave Suite F Henderson, NC 27536	NCGS 74D-2	Find violation of 74D-2. Continue cease and desist against Patrick Newcomb and Newcomb Tech, and refer any license applicants with Newcomb Tech to the Screening Committee.	Accepted
3.	2021-ASLB-029	Mark Alan Lilly Modern Systems, Inc. 1111 Old Stage Rd Yadkinville, NC 270550000	NCGS 74D-8 14B NCAC 17 .0206(b)	Find violation of 74D-8 & 14B NCAC 17 .0206(b). Enter into a consent agreement with Mark Lilly and Modern Systems, Inc. in the amount of \$6,528.00 for 32 registration violations.	Accepted
4.	2022-ASLB-002	James Herman Watkins, Jr. Total Automated Solutions 24 Pennington PI Durham, NC 27707	NCGS 74D-2	Find violation of 74D-2. Continue cease and desist against James Herman Watkins, Jr. and Total Automated Solutions, and refer any license applicants with Total Automated Solutions to the Screening Committee.	Accepted

	Case Number	Complaint Against	Allegation(s)	Grievance Committee Recommendation	Board Action
5.	2022-ASLB-003	Troy Miller Triangle Security 1821 Hillandale Rd Ste 1B-345 Durham, NC 277050000	14B NCAC 17 .0207 NCGS 74D- 10(a)(1)	Dismissed, no violations.	Accepted
6.	2022-ASLB-005	Joey Higgs Smarttech 348 Anhinga Way Wilmington, NC 28412	NCGS 74D-2	Find violation of 74D-2. Continue cease and desist against Joey Higgs and Smarttech, and refer any license applicants with Smarttech to the Screening Committee.	Accepted

Board Meeting Report

Board Date 05/19/2022

	Name Company Address	License	Committee Recommendation	Board Action
1.	Alfred Eugene Adams Adatel Systems 2462 Old Creek Road Greenville, NC 27834	Alarm	Approve	Accepted
2.	Julio Cesar Chavez Appalachian Network Services Inc. 25 Continuum dr Fletcher, NC 28732	Alarm	Approve with Condition Julio Cesar Chavez and Appalachian Network Services Inc. enter into and pay a consent of \$7,905.00 for unlicensed activity.	Accepted
3.	Jacob Waldron Dale Atlantic Security & Telecom Solutions, Inc. 2601 Greengate Drive, Building A Greensboro, NC 27215	Alarm	Approve	Accepted
4.	Dalton Gaskin WTC Electric, Inc. 2725 Westinghouse Blvd. Charlotte, NC 28273	Alarm	Approve	Accepted
5.	Joseph Allen Neal Joseph Neal Connectivity LLC 6360 Mill Spring Ln Belews Creek, NC 27009	Alarm	Approve	Accepted
6.	Donald Scearce Makson Inc 434 Calhoun Street Salisbury , NC 28144	Alarm	Approve	Accepted

	Name Company Address	License	Committee Recommendation	Board Action
7.	Grady Lee Smith Jr Alarm Pro-Tech, Inc. P.O. Box 8244 Rocky Mount, NC 27804	Alarm	Approve with Condition Grady Lee Smith Jr. and Alarm Pro-Tech, Inc. enter into and pay a consent agreement of \$340.00 for unlicensed activity.	Accepted
8.	Daniel Brent West Makson Inc. 434 Calhoun Street Salisbury, NC 28145	Alarm	Approve	Accepted
9.	Ronald Jay Wilson Wilson Technology LLC 816 Larkspur Drive Fayetteville, NC 28311	Alarm	Approve	Accepted



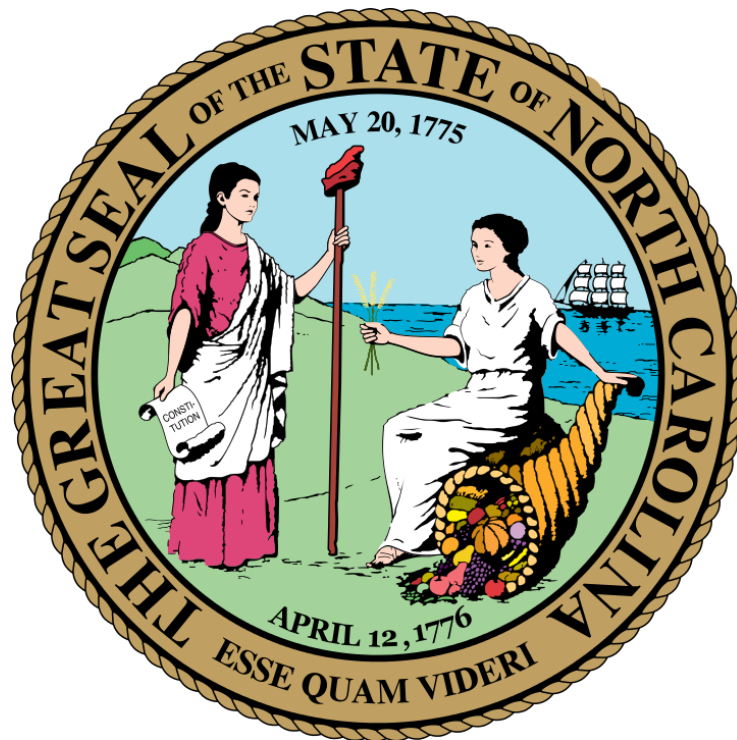
North Carolina Alarm Systems Licensing Board Continuing Education Committee Report - May 2022

Item #	Course Sponsor	Course Title	New or Renewal	# CEU's	Course Format	Committee Recommends	Comments
1	Alarm.com/Rachel Overstrom	Alarm.com Doorbell Installation Instructional Video	New	30 Minutes	Online	Approve	ASLB-22-018
2	Axis Communications	Give Your Customer 'The Edge' with AI and Analytics	New	1 Hour	Classroom	Approve	ASLB-22-019
3	ASSA ABLOY EMS & OEM GROUP	Access Control for the Small Openings	Renewal	3 Hour	Classroom	Approve	ASLB-17-203
4	ASSA ABLOY EMS & OEM GROUP	Advanced Technical Product Troubleshooting	Renewal	3 Hour	Classroom	Approve	ASLB-17-201
5	ASSA ABLOY EMS & OEM GROUP	Adams Rite Storefront Products Applications	Renewal	2 Hour	Classroom	Approve	ASLB-17-195
6	ASSA ABLOY EMS & OEM GROUP	Magnetic Lock System Installation	Renewal	3 Hour	Classroom	Approve	ASLB-17-193
7	ASSA ABLOY EMS & OEM GROUP	Level 3 Electronic Circuits, Wiring Diagrams and System Design	Renewal	2 Hour	Classroom	Approve	ASLB-17-189
8	ASSA ABLOY EMS & OEM GROUP	Basic Low Voltage Electricity for Installers	Renewal	4 Hour	Classroom	Approve	ASLB-17-187

NORTH CAROLINA ALARM SYSTEMS LICENSING BOARD

May 19, 2022

DIRECTOR'S REPORT



Paul Sherwin, Director

DIRECTOR'S REPORT

- I. PPS information and updates, page 3**
- II. Registration and licensing summary, page 5**
- III. FY22 budget summary, page 6**
- IV. FY22 budget graphics, page 7**

PPS INFORMATION AND UPDATES

Personnel

Private Protective Services currently has four vacant positions:

- Administrative Assistant – Staffed with a part-time, temporary employee
- Registration Processor (2) – Recruitment in progress
- PPSB Secretary – Recruitment in progress

Director Sherwin and Attorney Jeff Gray attended the International Association of Security Industry Regulators (IASIR) Strategic Planning Conference in Las Vegas March 22-23, 2022. The purpose of the conference was to bring together IASIR's board members to plan the future of the organization. In addition to attending this event, Sherwin and Gray were able to briefly attend portions of the Intellenet annual conference and the ISC West Expo which were taking place at the same time. Thank you to ASLB Member Caroline Brown who coordinated for Sherwin and Gray to attend the ISC West Expo.

Private Protective Services would like to welcome its newest employee, William "Bill" Raften, who started as the agency's Greensboro-based investigator on April 18, 2022. Bill worked for approximately 10 years as a Law Enforcement Park Ranger for the National Park Service at Yosemite, Denali, Grand Teton, and Everglades National Parks, and was later promoted to a Supervisory Law Enforcement Park Ranger at Independence National Historic Site. He then joined the US Fish and Wildlife Service in Alaska as a Federal Wildlife Zone Officer where he worked for 15 years until he retired in 2019.

Operations

Registration Unit

- Registration applications received year-to-date: 1,431
 - Same period in 2021: 1,562

Licensing Unit

- Licensing applications received year-to-date: 154
 - Same period in 2021: 195

Investigations Unit

- License applicant background investigations completed year-to-date: 25
 - Same period in 2021: 24
- Complaint investigations completed year-to-date: 12
 - Same period in 2021: 13

- Proactive audit: Investigator Darla Cole completed in March 2022 a proactive compliance audit of Strong Systems International Inc., out of Norcross, GA, for the second quarter of 2021. She found that the company, under the supervision of qualifying agent Christopher Verch (1495-CSA), is in compliance with the Board's laws and rules regarding electrical license contracting and employee registration requirements. No violations were found. The audit did, however, discover a paperwork discrepancy with Verch's 2020 license renewal—which was later resolved with assistance from Board staff.

Other

At the March 2022 meeting of the ASLB, the Board authorized opening the application period for the Board's training and education grant. Additionally, the Board approved a policy change that will allow grant applications to be accepted year-round. Applications are currently being accepted for the grant, which awards up to \$10,000 to reimburse certain costs related to industry training offered by non-profit and for-profit entities. The grant announcement and application are posted on the Board's website.

Also at the March 2022 Board meeting, the Board inquired about whether the automated license renewal emails sent by Permitium could be sent more than once. Previously, only one email was sent 90 days prior to the license expiration date. This process has changed, and renewal emails are now being sent 90, 60, and 30 days prior to the expiration date.

The Board, in accordance with its by-laws, will hold its annual elections at the July 2022 meeting.

REGISTRATION AND LICENSING SUMMARY

Total active in Permitium: 7,356
(-12.2% from March 2022 meeting)

Registration		
	Alarm Registrant	6329
Registration Total		6329
License		
	Burglar Alarm Business	1027
License Total		1027

Alarm Systems Licensing Board Financial Report
Fiscal Year 2022
(July 1, 2021 - April 30, 2022)

ASLB Operating Fund Revenue and Expenditures

FY22 Revenue	\$ 409,067.79
FY22 Expenditures	\$ (329,073.66)
<hr/>	
FY22 Fund Balance Increase/(Decrease)	\$ 79,994.13

ASLB Operating Fund Cash Flow

Beginning Balance (July 1, 2021)	\$ 722,897.14
FY22 Revenue	\$ 409,067.79
FY22 Expenditures	\$ (329,073.66)
<hr/>	
Current Fund Balance	\$ 802,891.27

ASLB Education Fund Revenue and Expenditures

FY22 Revenue	\$ 1,649.93
FY22 Expenditures	\$ -
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FY22 Fund Balance Increase/(Decrease)	\$ 1,649.93

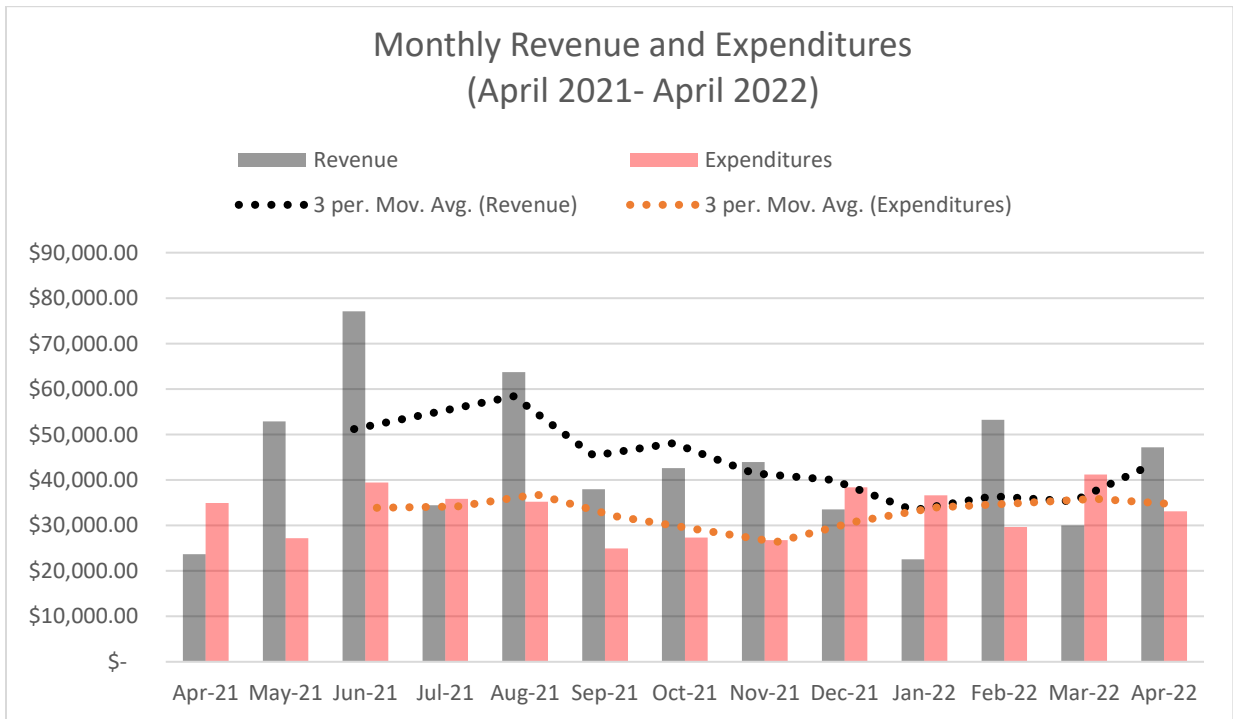
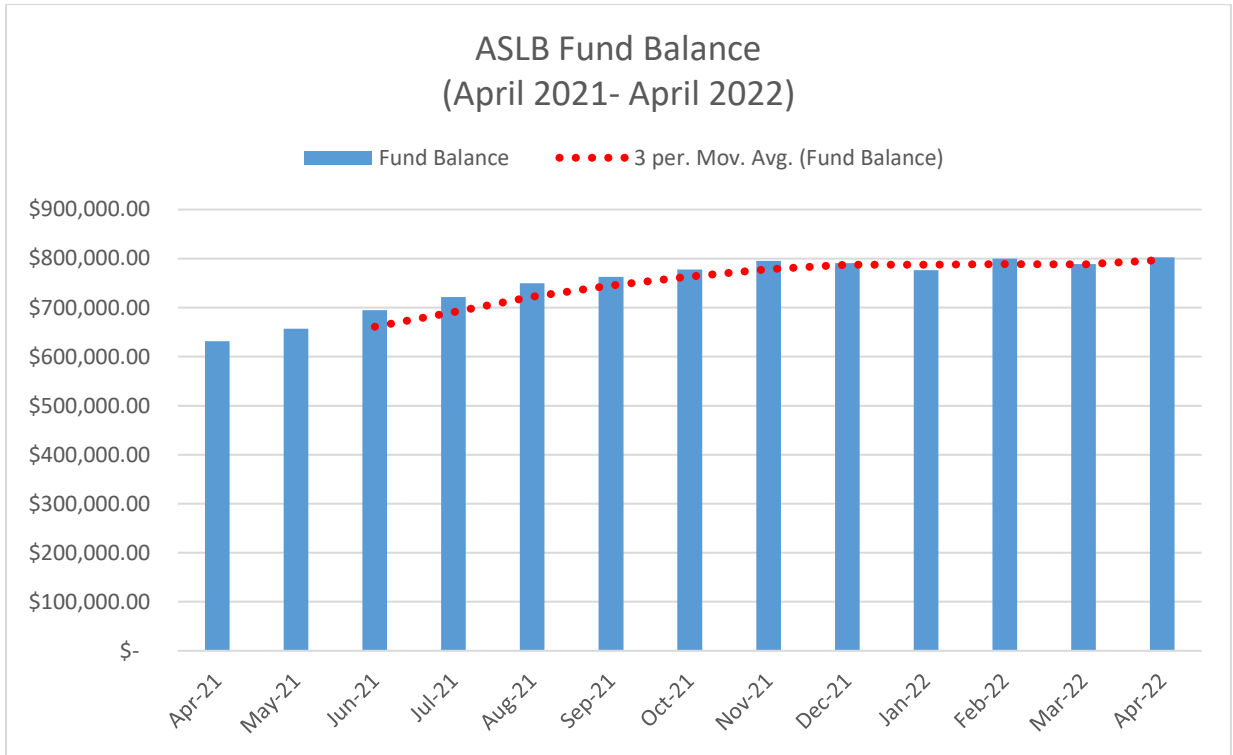
ASLB Education Fund Cash Flow

Beginning Balance (July 1, 2021)	\$ 92,676.46
FY22 Revenue	\$ 1,649.93
FY22 Expenditures	\$ -
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Current Fund Balance	\$ 94,326.39

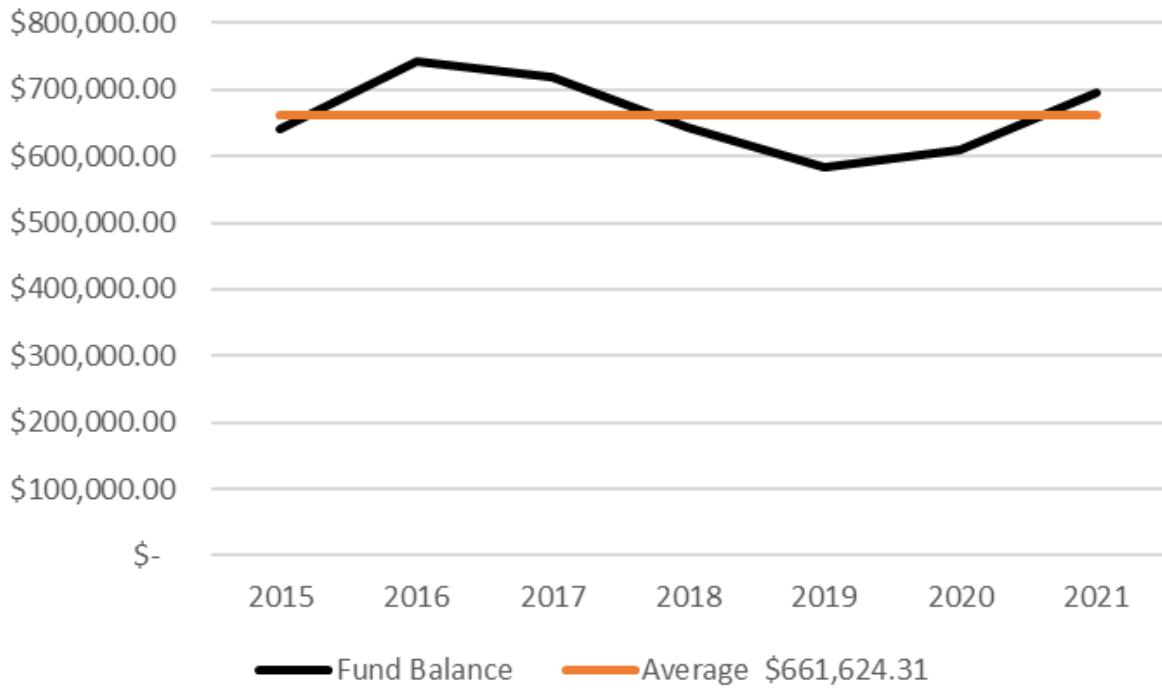
*Note: NCDPS each year charges the Board \$12,500 for administrative support services such as IT, HR, budget, etc. This expenditure was deducted from the Board's funds in March 2022.

*Note: A routine check of deposit history for the Board's Education Fund recently found that the one-time \$50 fee charged to new license applicants was being deposited into an incorrect account within the Board's budget. This error has been corrected, which resulted in an increase of the Education Fund's fiscal year revenue and fund balance.

BUDGET GRAPHICS



ASLB Historical Fund Balance



ALARM SYSTEMS LICENSING BOARD

Raleigh, North Carolina

May 19, 2022

ATTORNEY'S REPORT



ALARM SYSTEMS LICENSING BOARD

Raleigh, North Carolina

May 19, 2022

I. CONSENT AGREEMENTS & CIVIL PENALTIES

On March 23, 2022 Michael Trenton Dickinson and D-Blaze Inc. entered into a Consent Agreement in the amount of \$340.00 for registration violations. Payment has been received. (PAID IN FULL)

On March 24, 2022 K Steven Philip Klein and Fedora Intertech LLC entered into a Consent Agreement in the amount of \$4,828.00 for registration violations. Payment has been received. (PAID IN FULL)

On March 24, 2022 K Steven Philip Klein and Universal Monitoring LLC entered into a Consent Agreement in the amount of \$7,148.50 for registration violations. Payment has been received. (PAID IN FULL)

On April 18, 2022 Brian Eugene Smith and Iwatch Security entered into a Consent Agreement in the amount of \$1,295.00 for registration violations. Payment has been received. (PAID IN FULL)

Edward Gaston Pait Sr. and Pait Security Systems entered into a Consent Agreement in the amount of \$1,020.00 for registration violations. Payment has been received. (PAID IN FULL)

II. OFFICE OF ADMINISTRATIVE HEARINGS

See, Hearings List (attachment 1.)

III. RULES

- a. At its September Board meeting I was asked to prepare an amendment to the two rules governing applications (i.e. 14B NCAC 17 .0201, licensees, and 14B NCAC 17 .0301, registrants) to make a deadline for application completion. Also, .0201 was amended to reflect the new process for submitting character references on-line through CRC.com.

These two rules as proposed for amendment were approved at the Board's November 2021 meeting.

The Notice of Text was filed December 15, 2021. The Public Hearing was held Tuesday, February 8, 2022 at 2:00 p.m. at the Board's office. The Public Comment Period expired March 22, 2022. There was no public comment written or oral. A copy of these rule amendments are attached as Attachment 2.

A vote to approve these rule amendments is in order for today.

- b. At its November Board meeting I was asked to prepare an amendment to 14B NCAC 17 .0204 regarding renewal and reinstatement of a license to provide for a reinstatement application, a criminal history record check for reinstatement, and other requirements.

The Board voted to approve this rule amendment at its January 20, 2022 Board meeting.

The Notice of Text was filed March 10, 2022. The Public Hearing was held on Tuesday, April 26, 2022 at 2:00 p.m. at the Board's office. The Public Comment Period expires May 31, 2022.

IV. LEGISLATION

At the request of the Board I prepared a new bill, virtually identical to the proposed bill that was introduced in the last two sessions of the General Assembly, for introduction in the current (i.e. 2021-2022) Session. I circulated a copy to you on December 31, 2020. After circulating this draft Mr. Wheeler suggested a modification to the language in new N.C. Gen. Stat. § 74D-2(d)(4) so that it will read merely "...course approved by the Board" without saying "Level I." (You have a 2021 administrative rule amendment to 14B NCAC 17 .0202(a)(2) stating which courses are approved.)

Additionally, the Legislative Liaison for the Department of Public Safety (DPS) asked that the Board split this bill into two separate bills; one with the fee increase (i.e. Sec. 9 amending N.C. Gen. Stat. § 74D-7(e)) and then one with all the other provisions. This was suggested since the House Finance Committee summarily struck the fee increase provision from the bill introduced last Session.

At its January 21, 2021 meeting the Board discussed these suggested changes and voted to approve them. I made the requisite changes to the draft bill and forwarded it to DPS's Legislative Liaison. The bill was introduced on May 11, 2021 and is House Bill 933. A copy was attached to my May 20, 2021 Attorney's Report.

A staff attorney from Legislative Analysis, with my assistance, prepared a Proposed Committee Substitute for HB 933 to correct errors made by the Legislative Drafting Division in the introduced version. House Bill 933 was to be heard in the House Finance Committee on Tuesday, June 15th but was pulled from the agenda at the last minute because of a concern expressed by a House member. Susanna Davis, Legislative Liaison for DPS, attempted to arrange a meeting with that legislator to address his concern but to date it has not occurred.

A copy of the PCS was attached to my July 22nd Attorney's Report.

There has been no further action on this bill.

V. FINAL AGENCY DECISIONS

None.

ASLB
MASTER HEARINGS LIST
as of September 1, 2021

1.

OAH HEARING DATE	PETITIONER	TYPE OF APPLICATION	FAD HEARING DATE
November 28, 2017	Daniel Carl Hagerty / Guardian Eagle Security, LLC d/b/a AVSX Technologies 17 DOJ 06331	Letter of Reprimand (business license)	FAD served April 12, 2018. Petition for Judicial Review filed in Wake County Superior Court May 25, 2018.

TITLE 14B – DEPARTMENT OF PUBLIC SAFETY

2.

Notice is hereby given in accordance with G.S. 150B-21.2 that the Alarm Systems Licensing Board intends to amend the rules cited as 14B NCAC 17 .0201, and .0301.

Link to agency website pursuant to G.S. 150B-19.1(c): <https://www.ncdps.gov/dps-services/permits-licenses/alarm-system-licensing-board>

Proposed Effective Date: June 1, 2022

Public Hearing:

Date: February 8, 2022

Time: 2:00 p.m.

Location: 3101 Industrial Dr., Suite 104, Raleigh, NC 27609

Reason for Proposed Action: One rule amendment establishes a new procedure to allow character letters to be submitted electronically. The second amendment created a deadline for application completion.

Comments may be submitted to: Paul Sherwin, 3101 Industrial Dr., Suite 4, Raleigh, NC 27609; phone (919) 788-5320; fax (919) 715-0370; email Paul.sherwin@ncdps.gov

Comment period ends: March 22, 2022

Procedure for Subjecting a Proposed Rule to Legislative Review: If an objection is not resolved prior to the adoption of the rule, a person may also submit written objections to the Rules Review Commission after the adoption of the Rule. If the Rules Review Commission receives written and signed objections after the adoption of the Rule in accordance with G.S. 150B-21.3(b2) from 10 or more persons clearly requesting review by the legislature and the Rules Review Commission approves the rule, the rule will become effective as provided in G.S. 150B-21.3(b1). The Commission will receive written objections until 5:00 p.m. on the day following the day the Commission approves the rule. The Commission will receive those objections by mail, delivery service, hand delivery, or facsimile transmission. If you have any further questions concerning the submission of objections to the Commission, please call a Commission staff attorney at 984-236-1850.

Fiscal impact. Does any rule or combination of rules in this notice create an economic impact? Check all that apply.

- State funds affected
- Local funds affected
- Substantial economic impact (>= \$1,000,000)
- Approved by OSBM
- No fiscal note required

CHAPTER 17 - ALARM SYSTEMS LICENSING BOARD

SECTION .0200 – PROVISIONS FOR LICENSEES

14B NCAC 17 .0201 APPLICATION FOR LICENSE

(a) Each applicant for a license shall submit an online application on the website provided by the Board. When this online application is submitted, it shall be accompanied by:

- (1) electronic submission of fingerprints from a Live Scan or similar system approved by the State Bureau of Investigation or one set of classifiable fingerprints on an F.B.I. fingerprint card provided by the Board and mailed separately to the Board's office;
- (2) one head and shoulders digital photograph of the applicant in JPG format of sufficient quality for identification, taken within six months prior to the online submission, and uploaded with the application submission;
- (3) statements of the results of a statewide criminal history records search by the reporting service designated by the Board pursuant to G.S. 74D-2.1(a) for any state where the applicant has resided within the preceding 60 months; and
- (4) a minimum of three letters attesting to the good character and reputation of the applicant using the online character letter submission process; and
- (4)(5) the applicant's application fee, along with a four dollar (\$4.00) convenience fee charged by the third-party vendor and credit card transaction fee charged by the applicant's credit card provider and collected online.

(b) Each applicant shall upload evidence of high school graduation either by diploma, G.E.D. certificate, or other equivalent documentation.

(c) Each applicant for a license shall meet personally with either a Board investigator, the Screening Committee, the Director, or a Board representative designated by the Director prior to being issued a license. The applicant shall discuss the provisions of G.S. 74D and the administrative rules in this Chapter during the personal meeting. The applicant shall sign a form provided by the Board stating that the applicant has reviewed the information with the Board's representative and that the applicant understands G.S. 74D and the administrative rules in this Chapter. During a national or State declared state of emergency that restricts or prohibits travel, the personal meeting requirement may be waived if requested by the applicant in favor of alternative means of communication.

(d) Each applicant for a branch office license shall submit an online application on the website provided by the Board. This online application shall be accompanied by the branch office application fee.

(e) All photographs, record checks, proof of insurance, explanations of criminal charges, explanations of credit history, or requested documents shall be submitted online through the Board's website by any applicant for a permit, license, registration, or certificate within 60 days of the Board's receipt of the application form or a request from Board staff, whichever is later. Any failure to submit required or requested documents to complete the application process within this 60-day period shall void the application and require re-application.

*History Note: Authority G.S. 74D-2; 74D-2.1; 74D-3; 74D-5; 74D-7; 74D-8;
Temporary Rule Eff. January 9, 1984, for a period of 120 days to expire on May 7, 1984;
Eff. May 1, 1984;
Amended Eff. December 1, 2012; February 1, 2012; January 1, 2007; September 1, 2006; March 1, 1993; July 1, 1987; January 1, 1986;
Transferred and Recodified from 12 NCAC 11 .0201 Eff. July 1, 2015;
Amended Eff. December 1, 2017;
Readopted Eff. June 1, 2018;
Amended Eff. September 1, 2019;
Emergency Amendment Eff. June 9, 2020;
Amended Eff. August 1, 2020;
Temporary Amendment Eff. August 28, 2020;
Temporary Amendment Expired Eff. June 12, 2021;
Amended Eff. November 1, 2021;
Amended Eff.*

SECTION .0300 – PROVISIONS FOR REGISTRANTS

14B NCAC 17 .0301 APPLICATION FOR REGISTRATION

(a) Each licensee or qualifying agent shall submit an online application for the registration of his or her employee on the website provided by the Board. When this online application is submitted, it shall be accompanied by:

- (1) electronic submission of fingerprints from a Live Scan or similar system approved by the State Bureau of Investigation or one set of classifiable fingerprints on a standard F.B.I. fingerprint card mailed separately to the Board's office;
- (2) one original signed S.B.I. release of information form uploaded online and the original mailed separately to the Board's office;
- (3) one head and shoulders digital photograph of the applicant of acceptable quality for identification, taken within six months prior to online submission, and uploaded with the application submission;
- (4) statements of the results of a statewide criminal history records search by the reporting service designated by the Board pursuant to G.S. 74D-2.1(a) for any state where the applicant has resided within the preceding 60 months;
- (5) the registration fee required by Rule .0302 of this Section, along with a four dollar (\$4.00) convenience fee charged by the third-party provider and credit card transaction fee charged by the applicant's credit card provider and collected online; and
- (6) a completed affidavit form and public notice statement form.

(b) The employer of an applicant who is currently registered with another alarm business shall complete an online application form provided by the Board. This form shall be accompanied by the applicant's multiple registration fee along with a four dollar (\$4.00) convenience fee charged by the third-party provider and credit card transaction fee charged by the applicant's credit card provider and collected online. This online application shall be accompanied by a completed affidavit form and public notice statement form.

(c) The employer of each applicant for registration shall print and retain a copy of the applicant's online application in the individual applicant's personnel file in the employer's office.

(d) All photographs, record checks, proof of insurance, explanations of criminal charges, explanations of credit history, or requested documents shall be submitted online through the Board's website by any applicant for a permit, license, registration, or certificate within 60 days of the Board's receipt of the application form or a request from Board staff, whichever is later. Any failure to submit required or requested documents to complete the application process within this 60-day period shall void the application and require re-application.

*History Note: Authority G.S. 74D-2.1; 74D-5; 74D-8;
Temporary Rule Eff. January 9, 1984 for a Period of 120 Days to Expire on May 7, 1984;
Eff. May 1, 1984;
Amended Eff. December 1, 2012; January 1, 2007; July 1, 1993; March 1, 1993; September 1, 1990; November 1, 1988;
Transferred and Recodified from 12 NCAC 11 .0301 Eff. July 1, 2015;
Amended Eff. December 1, 2017;
Readopted Eff. June 1, 2018;
Amended Eff. August 1, 2020; September 1, 2019;
Amended Eff.*