

LOUISIANA STATE BOARD OF
PRIVATE SECURITY EXAMINERS
REGULAR QUARTERLY MEETING MINUTES

Date: February 2, 2022
Time: 1:30 PM
Location: LSBPSE Headquarters
15703 Old Hammond Hwy.
Baton Rouge, LA 70816 & via Zoom

MINUTES

I. Call to Order

The meeting was called to order by Chairperson Ford at 1:31 PM.

II. Roll Call

The roll of the Board was called.

Chief Scott Ford, Chairperson	✓ Present
Ed Robinson, Vice-Chairperson	✓ Present
Lameika Washington	✓ Present
Ritchie Rivers	✓ Present
Jason Bourgeois	✓ Present
Dynette Burke	✓ Present
Jason Wilbur	✓ Present
Mark Leto	✓ Present
Donny Pitts	X Not Present

A quorum of the Board was determined.

The meeting took place at LSBPSE headquarters in the executive secretary's office and on

Zoom. Also present were Executive Secretary, Bridgette Hull; Board Attorney, Wayne “Ron” Crouch; and members of the agency staff: Shanna Bourke, Executive Assistant/Board Secretary; Julie Fisher, Compliance Inspector/Board Scribe; Sharon Vallery, Administrative Coordinator; Stephanie Richardson, Compliance Inspector; Renee Rochester, Compliance Inspector; Kim Hampton, Compliance Inspector; and Cindy Eidson, Compliance Inspector.

Ms. Bourke recorded the meeting minutes.

III. Pledge of Allegiance.

IV. Public Comment

Chairperson Ford asked for any public comment on the listed agenda items. No public comments were recorded at this time.

V. Approval of Previous Quarterly and Special Meeting Minutes

Chairperson Ford asked for a motion to approve the previous quarterly board meeting and special meeting minutes.

A motion was made to approve the previous quarterly board meeting and special meeting minutes.

Motion by:	Mr. Robinson
Seconded by:	Ms. Washington
Ayes: 7	Nays: 0

A roll call vote was made - all ayes (Ms. Burke’s call had dropped and she did not vote). The motion was carried.

VI. Legislative Committee Update

Chairman Ford asked if everyone had been able to look over the legislative rewrites that

he and Legislative Committee Chairperson Washington had sent to the board members the night before, specifically the rewording of R.S. 37:3276 (note highlighted portions).

§3276. Qualifications of licensee

A. The board shall, through its executive director, base the determination of the satisfactory minimum qualifications for licensing on whether or not the applicant meets the following criteria:

- (1) ~~Is of good moral character.~~ Industry Knowledge
- (2) Is of legal age.
- (3) Is a citizen of the United States.
- (4) Meets the suitability qualifications pursuant to R.S. 37:3276.1(A).
- (5) ~~Has not been declared by any court of competent jurisdiction incompetent by reason of mental defect or disease which has not been restored. Does not suffer from habitual drunkenness or from narcotics addiction or dependence.~~
- (6) A corporation seeking a license shall be incorporated under the laws of this state or shall be duly qualified to do business within this state with a valid certificate of authority issued by the secretary of state, and shall have an agent for service of process designated as required by law.

Add (8)An individual or corporation seeking a license shall maintain a principal office in the state, proof of Secretary of State license, and local occupational license.

B. If, in the opinion of the board, the applicant provides inadequate information to allow the board to ascertain whether the applicant satisfies the qualifications for licensing, the applicant shall be required to provide additional information for purposes of the application or may be required to present himself for an interview for this purpose.

C. An applicant for licensing shall fill out and file with the board an application form provided by the board. The form shall require relevant information about the applicant's character, experience, and background.

D.(1) If the applicant is an individual, the application shall be subscribed and sworn to by such person.

(2) If the applicant is a partnership, the application shall be subscribed and sworn to by each partner.

(3) If the applicant is a corporation, it shall be subscribed and sworn to by at least two principal corporate officers.

(4) Any individual signing a license application shall submit with the license application classifiable impressions of his fingerprints on a form approved by the board. **Add** The Board is hereby authorized to access FBI criminal history

information for purposes of licensure or registration as required by this Chapter.

E. The licensee shall be required to have in effect general liability insurance of at least ~~five hundred thousand~~ **one million dollars** with the state of Louisiana named as an additional insured and shall provide to the board a certificate of insurance issued by the carrier.

F. An applicant or qualifying agent for a security business shall have three years of consecutive experience as an employee, manager, or owner of a security

company, or three years of experience as a law enforcement officer with any federal, state, local, or United States military law enforcement agency. G. An applicant is prohibited from soliciting or operating a private security business prior to being issued a license.

Acts 1984, No. 505, §1, eff. Jan. 1, 1985. Acts 1986, No. 803, §1; Acts 1989, No. 552, §1; Act 1991, No. 315, §1; Acts 1992, No. 266, §1; Acts 1997, No. 155, §1; Acts 2006, No. 206, §1; Acts 2008, No. 213, §1; Acts 2014, No. 519, §1.

A motion was made to adopt the rewritten wording of La R.S. 37:3276 as presented in the attached document (and, here, above).

Chairman Ford asked for discussion. Mr. Bourgeois suggested an amendment to (A)(8) to list the items so as to remove any ambiguity on interpretation:

(8) An individual or corporation seeking a license shall maintain these items:

- A principal office in the state
- Proof of Secretary of State license
- Local occupational license

This suggestion was included in the original motion.

Motion by: Mr. Bourgeois

Seconded by: Mr. Leto

Ayes: 8

Nays: 0

A roll call vote was made - all ayes. The motion was carried.

Chairperson Ford asked for the members to look over the full legislative rewrite document that Ms. Washington had sent to them all the night before, and is currently working on, and to email their thoughts and suggestions to her.

VII. Training Committee Update

Committee Chair Bourgeois stated he did not have any updates.

VIII. Budget Updates

Mr. Devin McCraney went over the budget with board members and answered any questions that they had.

Mr. Bourgeois made a motion to add to the agenda a vote on the members receiving monthly financials on the 20th of every month.

A motion was made to approve the budget.

Motion by: Mr. Bourgeois

Seconded by: Mr. Leto

Ayes: 8 Nays: 0

A roll call vote was made - all ayes. The motion was carried.

Mr. Bourgeois made a motion to approve all members receiving monthly financials emailed to them on the 20th of every month.

A motion was made to approve the budget.

Motion by: Mr. Bourgeois

Seconded by: Mr. Leto

Ayes: 8 Nays: 0

A roll call vote was made - all ayes. The motion was carried.

IX. Reports from Executive Secretary

Ms. Hull presented the "Progress and Plans" report and "Board Stat Report" that she had prepared.

Ms. Hull explained to the Board the issues with fingerprints and the licensing portal

(ImageTrend) that the agency currently uses and how this will need to be vetted and audited by LSPBE and by LSP. She informed the members that officials from LSP were supposed to be at this meeting to go over these things further with them but could not make it. They will, however, be in attendance for the next quarterly board meeting in April.

Ms. Hull then explained to the Board the issue concerning the Firearms Training Instructor Exam, which had not been given in over six years and had been “lost” somehow. Agency staff found an old copy of the exam, reformatted, and updated it, and is in the process of having firearms instructors who became instructors since 2016 take the exam and is now giving it to all firearms instructors. A copy of the updated exam is attached.

X. Legal Updates

Board Attorney Crouch went over the legal update email he sent to members prior to the meeting, which is attorney-client privileged so he only gave a basic summary of the information.

XI. Adjournment

Chairperson Ford asked for a motion to adjourn the meeting.

A motion was made to adjourn.

Motion by: Mr. Bourgeois

Seconded by: Mr. Leto

Ayes: 8 Nays: 0

A roll call vote was made - all ayes. The motion was carried.

Chairman Ford adjourned the meeting at 2:42 pm.

MINUTES CERTIFICATION

Proposed minutes & respectfully submitted by:



Shanna Bourke, Board Secretary

March 9, 2022

Date

Reviewed & certified by,



Bridgette Hull, Executive Secretary

March 9, 2022

Date

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