



# MEETING NOTICE

**LSBPSE Regular Quarterly Board Meeting**  
Wednesday, April 20, 2022 @ 1:00 p.m.  
LSBPSE Headquarters

## Meeting Agenda

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Public comment on subsequent agenda items
5. Introduction of prospect legal counsel Celia Cangelosi for introduction to board members and questions.
6. Introduction of new CPA firm, Faulk & Winkler LLC, with representatives from the firm available to answer questions from members.
7. Clarification from LSP representatives on vetting of third-party vendors (ImageTrend) and to answer questions from members concerning fingerprints
8. Board decision on recognition of firearms training prior to background check completion by Board office
9. Discussion & decision regarding policy interpretations being communicated statewide (via email/newsletter).

10. Committee updates if any (PPG, Finance, Ethics, General, Legislative, Training)

a. PPG Committee Meeting – Discuss Motions Passed

- i. Recommend Cease & Desist procedures to the Board as follows:

The Executive Secretary shall submit a Cease-and-Desist form to the Board Chairperson for both licensed and unlicensed companies before the agency can send a Cease-and-Desist. If the Chairperson is unavailable, then submit form to the Vice-Chairperson. If the Vice-Chairperson is unavailable, then submit to PPG Chairperson. Next would be the Board Member who is in the district seat for the area where the unlawful activity is occurring, and then the at-large Board members. The Cease-and-Desist form must be signed off on by the proper Board Member before a Cease-and-Desist can be sent from the Executive Secretary.

- ii. Establish protocol for management of staff, specifically:

1. Payroll not to exceed Board-approved budget
2. Maintain adequate staff
3. Clarification of WAE payroll approval

- iii. Recommendation on company audits:

Request 3 years of payroll records and audit the first year. If there is a pattern of violations, audit second and third years.

11. Chairperson report of Agency approvals, timekeeping approvals, cease and desist approvals and discussions from executive secretary.

12. Executive Secretary reports.

13. Executive Session for legal updates on current cases.

14. Adjournment