

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

DATE: September 16, 2021
TIME: 2:00 P.M.
PLACE: 3101 Industrial Drive Suite 104
Raleigh, North Carolina 27609
SUBMITTED BY: Paul Sherwin Director

MEMBERS PRESENT:
Stephen Wheeler
Larry Proctor
Mack Donaldson
Jim Crabtree
Robert Graham
Caroline Brown

MEMBERS ABSENT
NONE

STAFF PRESENT:
Director Paul Sherwin
Deputy Director Amanda Rolle
Attorney Jeff Gray
Field Services Supervisor Kim Odom
PPSB Board Secretary Syconda Marrow
Registration Processor Mary Shephard
Deputy Secretary Caroline Valand

VISITORS

Barry Albright	Ralph Allen	Marty Bare
Denice Childress	Steve Chrisco	Duncan Hubbard
Pamala McLean	Chuck Olsen	Bobby Richardson
Annita Surrat	May Wood	Phillip Wells

The September 16, 2021 meeting of the North Carolina Alarm Systems Licensing Board was called to order by Vice-Chairman Stephen Wheeler at 1:59 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.

JIM CRABTREE MADE A MOTION TO ACCEPT THE JULY 22, 2021 BOARD MEETING MINUTES. SECONDED BY CAROLINE BROWN. MOTION CARRIED. NONE OPPOSED.

Mack Donaldson presented the Grievance Committee report. Mack Donaldson and Stephen Wheeler met as the Grievance Committee on September 16, 2021, from 9:00 A.M. to 11:03 A.M. and heard a total of six cases.

SEE ATTACHMENT 1 FOR THE FULL REPORT

LARRY PROCTOR MADE A MOTION TO APPROVE THE GRIEVANCE COMMITTEE REPORT. SECONDED BY JIM CRABTREE. MOTION CARRIED.

Jim Crabtree presented the Screening Committee report. Jim Crabtree served as chair of the Screening Committee, and they met on September 16, 2021, from 11:30 A.M. to 1:01 P.M. to review a total of six applications.

SEE ATTACHMENT 2 FOR THE FULL REPORT

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

FINAL AGENCY DECISIONS

None.

SPECIAL REPORTS AND PRESENTATIONS

Caroline Brown presented the continuing education report. Mrs. Brown noted that there were 28 submissions which included several course renewals. All were approved except for the following courses.

#10- VIT Training – Will approve as a 6-hour credit (previously approved as such) or broken into two 8-hour segments.

#12- The Monitoring Association- No course attached for review

#25- Security Solutions- Does not fall under the purview of 74-D/ASLB

SEE ATTACHMENT 3 FOR THE FULL REPORT

JIM CRABTREE MADE A MOTION TO APPROVE THE CONTINUING EDUCATION REPORT AS PRESENTED. SECONDED BY LARRY PROCTOR. MOTION CARRIED.

OLD BUSINESS

NONE

NEW BUSINESS

NONE

DIRECTOR'S REPORT

Director Sherwin advised that the Board's fund balance was \$750,000.96 as of August 31, 2021. The Education Fund balance was \$93,141.39 as of August 31, 2021. The Board had 1,022 licensees and 6,889 registrants.

Private Protective Services currently has four vacant positions:

- Hickory-based Investigator – Recruitment in progress
- Administrative Assistant
- Registration Processor (2)
- ASLB Secretary – Recruitment in progress

Alarm Systems Licensing Board Secretary Cynthia Anthony resigned from her position with Private Protective Services on August 13, 2021. She accepted a promotion to a supervisory position with the N.C. Department of Labor. Recruitment for her replacement is ongoing.

Department of Public Safety Secretary Erik Hooks resigned from his position on August 1, 2021. DPS Chief Deputy Secretary of Administration Casandra Hoekstra was appointed by Governor Cooper on August 1, 2021, to serve as the interim secretary of DPS until a new secretary is confirmed.

SEE ATTACHMENT 4 FOR THE FULL REPORT

JIM CRABTREE MADE A MOTION TO ACCEPT THE DIRECTOR'S REPORT AS PRESENTED. SECONDED BY LARRY PROCTOR. MOTION CARRIED.

ATTORNEY'S REPORT

CONSENT AGREEMENTS AND CIVIL PENALTIES

On July 22, 2021, Michael Overton and Austin Security, Inc. entered into a Consent Agreement in the amount of \$1,020.00 for five registration violations. The Agreement was signed by the Q/ A on July 22, 2021. Payment has been received. (PAID IN FULL)

On July 22, 2021, Peter Meyer and Optimal Tek, LLC entered into a Consent Agreement in the amount of \$4,505.00 for 63 months of unlicensed activity. The Agreement was signed by the Q/ A on July 22, 2021. Payment has been received. (PAID IN FULL)

On May 20, 2021, Mark S. Jones and Vialarm entered into a Consent Agreement in the amount of \$3,633.75 for 50 months of unlicensed activity and a separate agreement assessing a civil penalty in the amount of \$2,000.00. The agreements were signed on September 1, 2021. Payment has been received. (PAID IN FULL)

SEE ATTACHMENT 5 FOR THE FULL REPORT

JIM CRABTREE MADE A MOTION TO ACCEPT THE ATTORNEY'S REPORT AS PRESENTED. SECONDED BY CAROLINE BROWN. MOTION CARRIED.

GOOD OF THE ORDER.

JIM CRABTREE MADE A MOTION TO ADJOURN. SECONDED BY LARRY PROCTOR. MOTION CARRIED.

Meeting Adjourned: 2:37 P.M.

Paul
Sherwin
Director

Amanda Rolle
Reporter