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**Commonwealth of Virginia**

**PRIVATE SECURITY SERVICES ADVISORY BOARD**

**June 9, 2009  
Quarterly Meeting Minutes**

**Tuckahoe Public Library  
1901 Starling Drive  
Richmond, Virginia 23229**

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## **Call to Order**

Dennis VanDuzee, Chairman, called the meeting to order at approximately 10:00 a.m.

## **Attendees**

Dennis VanDuzee, Chairman; Christopher DiMartino, Vice-Chairman; Thomas Turner, Secretary; Steve Demma; Charles E. Ciccotti; Paul Ellis; Brent Fortner; Kevin Hodges; Seth P. Oginz; James D. (Danny) Washburn, Jr.

## **Absent**

Carl D. Armstrong, Deputy Chief James A. Cervera, John R. Lastrapes, Joseph Maslanka; Charles Tobin

## **Approval of Agenda**

Motion to remove the review Draft of Proposed Regulations from the agenda until after meeting is adjourned in order to allow for public comment and open discussion.

Christopher DiMartino made a motion to approve moving Regulations discussion

Kevin Hodges seconded the motion and the motion carried.

## **Approval of Minutes**

Seth Oginz made a motion to approve the minutes for the PSSAB Meeting from March 10, 2009.

Kevin Hodges seconded the motion and the motion carried.

## **Committee Reports**

Training Committee: Steve Demma: Mr. Demma reported that there have been three committee meetings since the last Advisory Board meeting in March. The committee reviewed all the instructor and public comments in regard to the Private Security Services Regulations and submitted a final copy proposal to the full Board for review and discussion.

Mr. Demma provided a brief explanation of the proposed amendments to include the addition of new terms and definitions: intermediate weapons, ejection court, open police loading and cruiser safe. An amendment in 6VAC 20-171-270 and 280 includes a requirement for school directors and instructors to notify the Department of Criminal Justice Services of any student who fails to qualify on the range. Under Standards of Conduct, 6 VAC 20-171 320, a new paragraph was inserted requiring individuals who utilize a patrol rifle be provided with a written authority of the employer to carry while on duty similar to the concealed weapon in which the individual must have the expressed authorization of the license Private Security Services business while employed.

Other recommendations include the hours for entry-level handgun being modified to 24 hours of training; change course of fire from 60 round course to 48 round course; incorporate a 24 round per qualification or familiarization and dim light qualification instead of familiarization in the course of fire. Entry-level shotgun hours increase to 4 hours, change the course of fire and also a transition from handgun to shotgun was included in prequalification. Firearms retraining increase to 4 hours. Insertion of an Entry-level patrol rifle curriculum and range. Training requirements for patrol rifle

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to include a 24-hour course with a 60 round qualification, and pre-qualification for familiarization fire. Patrol rifle re-training 4 hours and the patrol rifle for first protection specialist is currently under review.

Board Member Comment: Chris DiMartino asked if there were any provisions made with handguns to make it more in line with semi automatic a more popular weapon. Steve Demma responded they did incorporate a more semi automatic friendly program.

Regulatory Committee: Tom Turner reported that the committee met June 2, 2009. The committee reviewed the May 15, 2009 draft regulations. It was apparent in the meeting that there were some further discussion needed in regard to detector canine handlers and examiners. DCJS suggested that an additional meeting be held with DCJS staff and representatives from the detector canine industry. Mr. Turner advised the Board that the meeting was very productive.

## **DCJS Report**

Lisa McGee, Office of Regulatory Affairs, Manager provided the report.

### Department Update:

At the last board meeting, the Department was advised that certain businesses due to expire in February 2009 had not received their renewal notices. The Department researched the issue and verified that in November during the printing of February renewal notices that there was a network problem in which 19 companies did not properly receive notices. The Department contacted those companies and assisted them with obtaining the business license renewals.

Ms. McGee provided the Board with an update on the new data base system advising that the program is expected to be rolled out in early 2010.

The Bail Enforcement Agent regulations are under final executive review in accordance with the Administrative Process Act. The regulations have been recommended by the Department of Planning and Budget and the Secretary of Public Safety and are currently at the Governor's office, waiting for final approval by the Governor. Once approved by the Governor, the Department will submit the final regulatory package to the Virginia Registrar for publication. The regulations will go into effect 30 days from publication. The Department also recommended that interested parties register with the Virginia Townhall in order to obtain additional information receive regulatory notices. The web address for the Virginia Townhall is: at <http://www.townhall.state.va.us>.

On behalf of the Department, Ms. McGee thanked the Board and Committee members for allowing the Department the opportunity to meet with the industry and allow for further public comment regarding the draft regulations. The opportunities afforded through the committee meetings were above and beyond what is required pursuant to the regulatory administrative process. Ms. McGee reported that the Department had attended the Training Committee and Regulatory Committee meetings and an additional meeting coordinated by the PISA association was scheduled to occur in Centerville on Monday, June 15<sup>th</sup>. The Department ensured that all meetings were scheduled on the Virginia Townhall website and that all regulatory actions would be posted on this site.

Ms. McGee further noted that as a result of the Regulatory Committee meeting, it was apparent that an ad hoc committee needed to be formed to further review the regulations pertaining to the detector

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canine handlers and examiner requirements. Ms. McGee requested that anyone interested in sitting on the committee to contact her and further information would be provided on meeting dates.

The final nomination packets for the 2008 Harold McCann Award were delivered to the Board for review and selection.

Board Member Vacancies: Due to appointment expirations, there will be three vacant seats as of July 1, 2009. The three currently seated board members will be eligible for reappointment. The Department has received all appointment applications and forwarded the complete package to the Criminal Justice Services Board (CJSB) Nomination Committee for review and recommendation. The committee will make their determination and present to the full board at the next CJSB meeting scheduled for on Thursday, June 11, 2009 at the General Assembly Building in Richmond.

Brent Fortner provided notification that he is not seeking reappointment to the Board and the Department thanked Mr. Fortner for his dedication, commitment and service to the Board and looked forward to a continued relationship with the Department.

Ms. McGee discussed an inquiry received by the Department in regard to allowing entry-level on-line training in the regulations. The draft regulations reflected that on-line training would be limited to in-service only. Ms. McGee recommended that further discussion be held during the regulatory review after the adjournment of the Board meeting.

## **Board Comments**

Chris DiMartino advised that the Department would send out an electronic notice to the Board members in regard to the nominations for the Harold McCann award for review and recommendation. The Board would advise the Department of the 2008 recipient and the Award will be presented at the next meeting. Mr. DiMartino also thanked Brent Fortner for serving on the Board.

Seth Oginz complimented the Department on their actions in regard to the businesses not receiving the renewal notices.

Dennis VanDuzee advised that an electronic notice would be sent in reference to the next quarterly meeting.

## **Public Comments**

None

## **Adjournment**

Kevin Hodges made a motion to adjourn the meeting.

Paul Ellis seconded the motion. The motion carried and the meeting was adjourned.

## **DCJS Attendees**

Leon Baker, Division Director

Lisa McGee, Regulatory Manager

Star Spillman, Case Intake Specialist

Karen Suttles, Clerk

Bob Tortolani, Adjudication Coordinator