

Department of Criminal Justice Services
Private Security Services Advisory Board
Glen Allen Public Library – County of Henrico
10501 Staples Mill Road
Glen Allen, Virginia 23060
(804) 290-9500

March 11, 2014

Members Present

Frank Phillips
Daniel Schmitt
Robert Clark
Kevin Hodges
Stokes McCune
Seth Oginz
Frederic Pleasants
Mary Kay Wakefield
James Washburn, Jr.

Members Absent

Craig Branch
Charles Ciccotti
Gary Ford
John Hall
Dave Killip
Amy Lockhart

Staff Present

Teresa Gooch - Director
Division of Law Enforcement and
Security Services
Shannon Dion, Director
Policy and Legislative Affairs
Lisa McGee – Regulations, Policy
and Budget Manager

Thomas Clark – Compliance,
Enforcement and Training Manager
Neddie Moore – Licensing and
Customer Service Manager
Barbara Drudge – Towing,
Adjudication and Criminal History
Manager
Brenda Cardoza - Recorder

MINUTES

Meeting Called to Order

The meeting was called to order at 10:35 a. m. by Chairman Frank Phillips. Board Secretary Robert Clark called the roll and a quorum of members was present.

Approval of the Agenda

On a motion made by Dan Schmitt, and seconded by Seth Oginz, the agenda was approved unanimously.

Acceptance of Meeting Minutes

On a motion made by Seth Oginz, and seconded by Rick Pleasants, the draft minutes from the December 3, 2013 meeting, as amended, were approved unanimously.

Committee Reports

There were no committee reports.

DCJS Director and/or Designee Report

Agency staff provided a summary of legislation affecting the agency during the 2014 Session of the Virginia General Assembly.

Old Business

The Department's temporary formatting for registration cards was discussed.

Recess

The meeting recessed at 11:46 a.m. and reconvened at 11:53 a.m.

Old/New Business

A motion was made by Stokes McCune to add a second public comment opportunity at future meetings at the beginning with a maximum time limit of two and a half minutes, and at the end of the meeting with a maximum time limit of five minutes. The motion was seconded by Danny Washburn and the motion was approved unanimously.

A motion was made by Dan Schmitt and seconded by Danny Washburn to add a "Board Comments" section to the agenda, and it was approved unanimously.

Next Meeting

The next meeting is scheduled for May 6, 2014 at 10:00 a.m. in Richmond, Virginia, with a location to be determined.

Adjournment:

The meeting adjourned at 12:40 p.m.