

DRAFT DECEMBER 1, 2015

Department of Criminal Justice Services
Private Security Services Advisory Board
Twin Hickory Public Library – County of Henrico
5001 Twin Hickory Road
Glen Allen, Virginia 23060
(804) 290-9200

December 1, 2015

Members Present

Mr. Daniel Schmitt, Chairman
Chief Craig Branch
Mr. Dave Killip
Mr. Robert Dickenson, II
Mr. Stokes McCune
Mr. Frederic Pleasants, Jr.
Mr. Eric A. Pohland
Mr. Robert Soles
Ms. Ann Trinca
Mr. James “Danny” Washburn, Jr.

Members Absent

Vice-Chairman Mr. Kevin Hodges
Mr. Charles Ciccotti
Mr. James Powell, Jr.
Mr. George Stephens

DCJS Staff Present

Ms. Teresa Gooch, Division Director
Ms. Brenda Cardoza, Administrative
Support
Mr. Thomas Fitzpatrick, Sr. Policy
Advisor

1. Meeting Called to Order: Chairman Daniel Schmitt called the meeting to order at 11:05 a.m.

2. Acceptance of Meeting Minutes: Chief Branch moved to accept the minutes from the September 29, 2015 meeting, Mr. McCune seconded the motion. With no objections, the minutes were unanimously approved.

3. Public Comment: No public comment was received.

4. DCJS Report:

Executive Order Number 50 (2015)

Banning Firearms in State Government Buildings

Mr. Thomas Fitzpatrick, DCJS’ Sr. Policy Advisor advised that under the Governor’s Executive Order Number 50 it is hereby declared that it is the policy of the Commonwealth that open carry of firearms shall be prohibited in offices occupied by executive branch agencies, unless held by law enforcement, authorized security, or military personnel authorized to carry firearms in accordance with their duties. Within 30 days of the date of this Executive Order, the Director of the Department of General Services (DGS) shall issue guidance prohibiting carrying weapons openly in offices occupied by executive branch agencies.

Notice to Visitors to DCJS – Firearms Prohibited

It is the policy of the Commonwealth of Virginia that open carry of firearms are prohibited in offices occupied by executive branch agencies, unless held by law enforcement, authorized security, or military personnel authorized to carry firearms in accordance with their duties.

This firearms prohibition applies to **all visitors** to DCJS offices, **including Special Conservators of the Peace and private security service personnel**, except for law enforcement personnel and on-duty security personnel contracted with the State of Virginia Department of General Services to guard the DCJS offices.

Credentialing Management Systems (CMS):

DCJS continues to work with GL Solutions on a daily basis to address any outstanding system concerns and enhancements. We are focused on ensuring that the CMS training task operates as it should to provide ease of use by Training Schools. Temporary staff has been hired to assist with answering the telephones and processing applications and payments.

DCJS continues to make progress in designing their web site to achieve their goal to have individuals and businesses process their applications and payments online.

Compliance Agent Training:

Effective November 15, 2015 the on-line compliance agent training, hosted by third party training facilities is no longer available. DCJS has sought solutions that would be acceptable and accessible to the industry. Currently, DCJS staff has established training opportunities for in-person instruction which are listed on our event registration system.

D CJS has been exploring alternative training delivery methods and will host the course on their Learning Management System. This should occur within the near future.

NOIRA on private contractors:

DCJS revised and resubmitted the NOIRA addressing the concerns raised by the Governor's Office. The concern expressed was if upon further investigation DCJS determined the amount of insurance required for independent contractors and based on the research the figure exceeded the amount required for businesses it would be a problem to ask an independent contractor to pay more than a business. We were asked to withdraw the action, modify the action, or submit a second action. DCJS modified the current action because we had already planned to make some revisions to 6VAC20-172.

Locksmith Vacancy:

DCJS did not receive any applications for the vacant locksmith position. We will re-advertise the vacancy in January 2016.

5. Board Member/Committee Reports:

SCOP Committee:

Mr. Pleasants advised that legislation does not require a law enforcement agency to conduct background investigations for SCOP candidates. Many agencies are unwilling to do so and costs and procedures vary from agency to agency.

PHOTO ID Committee: No report

Liability Committee:

Mr. Soles advised that he would like to be proactive in soliciting information from various businesses on the level of their insurance. The following recommendations were made:

1. Provide CJSB with recommendation that Independent Contractor insurance mirror what is required of businesses;
2. DCJS research what levels of insurance registered businesses currently have to determine what percentage of businesses are carrying the minimum coverage vs. what percentage of businesses are carrying a higher to maximum coverage; and accurately determine what the general industry is setting for themselves; and
3. Request that in the interim, DCJS research if it is possible to find a way for Independent Contractors to work pending the regulatory process completion.

Chief Branch motioned that the PSSAB accept the recommendations as presented by the committee. Mr. Pohland seconded the motion. With no objections, the recommendations were unanimously approved.

8. Old Business:

DCJS did not receive any applications for the vacant locksmith position. We will re-advertise the vacancy in January 2016.

9. New Business: There was no new business to discuss.

10. Public Comments: No public comment was received.

11. Announcements:

The next CJSB meeting is scheduled for December 10, 2015. The 2016 quarterly PSSAB meetings will be scheduled thereafter.

The VA Campus Law Enforcement Administration Winter Conference is December 7, 2015 and December 8, 2015 in Richmond, VA. For details please visit the VACLEA website *at* www.vaclea.org

12. Adjournment: Chief Branch moved to adjourn the meeting. Mr. Pleasants seconded the motion. With no objections, Chairman Schmitt adjourned the meeting at 11:49 p.m.