


MINUTES
November 28, 2023
11:00 A.M.
ND PISB Board Meeting-Zoom Video Conference
NDPISB

1. Vice-Chairman Randy Ziegler called the meeting to order at 11:00 a.m. Board members present: Randy Ziegler, Justin Blinsky, Steve Lundin, Jason Nelson and Ernie Thurman. Board member absent: Mike Wetsch. Others present: Executive Director John J. Shorey III, Board Legal Counsel Chris Redmann, and "12024941350".
2. Justin made a motion to approve Susan Munsch's application. Jason seconded. A roll call vote was taken, and it was unanimous to approve the motion.
3. Steve made a motion to approve Roberto Cantu's application. Jason seconded. A roll call vote was taken, and it was unanimous to approve the motion.
4. Scott Redding and Michael Nason (Spartan Firearms) Armed First Responder in School of Ambulance or Firefighter Crew Training Program-Certified Training Course Application Update. John advised since the previous meeting the Board had not heard back from any of the applicants.
5. Peter Strinden, Darcy Kimpel, Anthony Moore, Nathan McLeish, Terry Lincoln, Nicholas Couture, Paul Hammers, Blake Bell, and Ernest Thurman (Personal Defense Center) Armed First Responder In School or Ambulance or Firefighter Crew Training Program. Randy stated he had talked with Ernie who advised he was going to recuse himself from this agenda item but would answer any questions the Board had. Ernie confirmed that he was rescuing himself. John asked Chris if there was anything else need on the recusal from Ernie other than Ernie stating he was recusing himself. Chris clarified the basis for the recusal was due to Ernie being one of the applicants. Ernie said yes. John summarized the application and noted there was a lot of information with the application. John stated he reached out to Board Member Justin Blinsky to help him review that application. John stated due to the sheer volume of information with the application he and Justin have not finished reviewing everything. John asked the Board once they finished their review if they found anything they thought were issues if they should directly reach out to the applicants to resolve those issues or bring any issues back to the Board for review. Steve advised he thought John and Justin should just go directly to the applicants with any issues prior to the Board meeting to speed up the process. Justin summarized his review of application to date. Justin asked Ernie if they intended to cover every part of the curriculum they submitted. Ernie stated no, as he had discussed with John, they put more into it than needed, as they didn't know the time frame and didn't want to have to come back to the Board with curriculum changes. Justin asked the other Board Members to review the application as well to move the application forward. Randy commented that this appeared to be a time-consuming process. Steve asked about making changes to the training program once established and the need for changes to come back to the Board. John stated he had given some thought to this, and this would need to be a position the Board would need to take, but his thoughts are the courses need to be solidified, and the Board approved that course. John commented about law changes and the laws being updated in the course, and he thought that it shouldn't trigger a new application needing to be put forward. John stated Ernie put more drills into the course than needed so he could pick and choose and not trigger a new application needing to be submitted. Chris commented that the Board should be looking at material revisions to the course versus non-material revisions and not approving a "shotgun approach" to the curriculum.
6. John advised previously the Board was in a contract with Midco for phone/fax/internet and that contract was up and he provided the proposed new contract with the Board for possible approval. John noted there was savings to the Board in entering into the contract. Jason made a motion to approve the contract as provided to the Board. Ernie seconded. A roll call vote was taken, and it was unanimous to approve the motion.

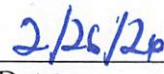
7. John stated the Board needed to reschedule the cancelled regular meeting that was originally scheduled for 8-29-23 sometime in December. John stated he wanted to give Board Members a heads up, and he would work with the Chairman on some proposed dates.
8. John stated he thought it would make sense to schedule a special meeting of the Board to meet with the ND Labor Commissioner versus a regular meeting. The consensus was to go the special meeting route. John stated he would work with the Chairman on scheduling this.
9. John stated he didn't have minutes due to the backlog for the Board to review.
10. Ernie provided a financial report from the Board's bank statement. Ernie advised total expenses for October were \$10,158.65, and there was \$29,135.35 in checking as of October 31st. John commented as he was making his way through the backlog and catching up on some of the outstanding invoices, there are some checks that need to be applied and invoiced, so that figure is going to go up once he gets to those. John stated he was working with Ernie on getting the financial up to date with the backlog. Steve made a motion to approve the financial report. Jason seconded. A roll call vote was taken, and it was unanimous to approve the motion.
11. Ratification of Licenses and Registrations issued and renewed. John stated due to the backlog he did not have that list. John stated as he is making his way through the backlog he is adding to that list and once it is caught up it will come back to the Board for review and approval.
12. Application Procedures and Policy Update. John stated he and Chris met a while ago to come up with a framework on how the Board screens and reviews applications. John stated the crux was what applications the Board wanted to delegate authority to the Executive Director to approve and what applications needed to go before the Board for approval. John stated he was having problems with understanding the framework Chris and he came up with after stepping away from it and coming back to it. John stated if he was having problems than he thought the industry would also have issues. John stated as he and Chris continued to work through coming up with a framework he was looking for input from the Board. Chris commented on some of the issues with coming up with the framework. Chris suggested this issue be placed on a future agenda and John provides the Board what they have come up with to date as far as a rubric, so the discussion would be focused. Randy agreed with Chris' though process. Steve commented that all non-disclosures go before the Board and creating a framework that limits the amount of applications that come before the full Board.
13. Backlog Update. John stated in the beginning of September, that coincided with the FBI audit, he took two weeks aside and did nothing but try and catch up on some of the backlog filing. John stated he estimated he got about 40% of the backlog items into files that he can now go in and process them. John stated he works on the backlog and then must go back and work on day-to-day items and described it as a push and pull. John stated he was making progress.
14. Procedures for Processing Backlogged Applications other than renewal applications. John stated in a previous meeting the Board decided instead of issuing backlogged registrations a letter would be generated instead of a physical pocket card being issued and sent to license holders, and that only current registrations would be issued. John stated he would like to treat other backlogged applications, other than new applications in the same way. John stated there were some upgrade, armed certification, and transfer applications that were backlogged and he would like to treat those in the same way as backlogged renewal applications, and that a letter would be generated for those backlogged other applications, and only current registration pocket card would be issued. Steve made a motion to approve the procedure John outlined. Jusitn seconded. A roll call vote was taken, and it was unanimous to approve the motion.
15. John advised the Board was chosen by the FBI to be audited for its handling of CHRI. John stated there were certain things that needed to be done for the audit and an FBI representative came to the Board's Office on September 13th as part of the audit. John stated he forwarded to Board members the results of that audit. John stated the only issue was the verbiage on the reason fingerprinted field, but that the

verbiage used was made in consultation with ND BCI prior to the audit. John stated the FBI representative stated the issue was more on ND BCI's end.


16. ND BCI CHRI Audit Update. John stated ND BCI closed out their audit based on the Board clearing the FBI audit and any outstanding items from ND BCI audit would be addressed on their next audit with the Board. John stated the Board still needs to develop a written policy on CHRI.
17. Justin made a motion to adjourn the meeting. Steve seconded. A roll call vote was taken, and it was unanimous to approve the motion. The meeting was adjourned at 11:48 A.M.



Chairman



Date



NDPISB Executive Director



Date