

MINUTES
May 24, 2016
Board Meeting-Bismarck Airport
Bismarck, ND

1. Chair Bill Butcher, called the meeting to order at 11:08 a.m. Board members present: Bill Butcher, Mike Stensrud, Randy Ziegler, Rick Schuh, Nancy Miller, John Shorey and Jerry Kemmet. Others present: Executive Director – Francine Johnson, NDPI SB Office Assistant, Cheryl Kruger, NDPI SB legal counsel Monte Rogneby, Bill Gordon of Advance Security, James Johnson of JNT Security, and Jon Jacobson.
2. The minutes from the February 2016 meeting were reviewed. Jerry Kemmet made the motion to accept the minutes. Second by Mike Stensrud. M/S/C.
3. The financial report was presented by John Shorey. As of April 30, 2016, current assets were \$212,707.31, total income was \$4,918.99, expenses were \$8,874.27, and net income was -\$3,956.27. Motion was made by Mike Stensrud to approve the financial report. Second by Randy Ziegler. M/S/C.
4. Monte Rogneby gave his opinion on an issue presented to him by Bill Butcher regarding the clarification of access to law enforcement records. Bill Butcher presented a question over hiring an employee as a registered investigator that had access to law enforcement records. Monte stated that in his opinion the rules don't clearly establish the definition. The common practice is if an individual has any type of access to law enforcement records, that he/she could not be a registered investigator or hold an Agency license. The board agreed to remain with the current process of sending registrations to the NDPI SB office, if denied or rejected, the agency may request an executive board's decision. If the matter is still not resolved it should be taken in front of the board and the board may request an opinion from their attorney. On a related matter, Francine Johnson stated that this issue should have come before the board before going directly to the board's attorney. Monte Rogneby is representing NDPI SB and not any individual. It was also noted that all issues should be handled the same and any board members cannot have priority over others regarding attorney issues.
5. Francine Johnson stated that our yearly contract with Marco is currently \$547.00/year. This covers any maintenance problems the office may have with the printer. It was agreed not to renew the contract.
6. Cheryl Kruger gave an update on JNT Security unregistered employee, Warren Stevenson. Kirby Sandvik of ASP Security contacted the office about Warren Stevenson, who was a former employee of JNT Security, and was not properly registered with the State. Jim Johnson of JNT Security stated that the incident happened in 2009 and he has taken steps to ensure all employees are properly registered since then. The board decided to take no action.
7. Cheryl Kruger gave an update on Securitas unregistered employees: Charles Hall and Jennifer Woodworth. Charles Hall was inactivated by Securitas in June 2015 and Jennifer Woodworth was denied in October 2015. Both of these individuals were on their list of terminated employees that Securitas submitted to the office on April 2016. An explanation was received from Kip Sandoz stating that the Agency did not notify the office in a timely manner and neither of these individuals worked for them after they were denied or inactivated. The board decided to take no action. For future complaints of unregistered employees, the board agreed to request paystubs as verification of the last work day and place it in that agencies file.


8. Francine Johnson gave a review of a concern received from Charles Hall with Alpha 6. His first concern was out-of-state agencies getting licensed in North Dakota. The board agreed that they cannot prevent out-of-state agencies from getting licensed in North Dakota. His second concern was with an agency from Colorado, Union Colony Security, who is trying to get licensed in North Dakota. He stated that the owner's son was a convicted felon and doing security work in Colorado. The office will inquire if the son is involved in the agency.


9. The IASIR conference is scheduled for October 26-28, 2016 in Las Vegas. A motion was made by John Shorey to send Francine Johnson and Cheryl Kruger. Second by Rick Schuh. M/S/C

10. There was a brief discussion on how long the office keeps files. Files are kept for two years after any inactivity and then they are purged. To change this, the Secretary of State would have to be notified. The board decided to keep it the same and take no action.

11. The next meeting is scheduled for August 23, 2016, 11:00 a.m., at the Bismarck Airport.

12. Randy Ziegler made the motion to adjourn the meeting. Jerry Kemmet seconded it. M/S/C Meeting was adjourned at 12:56 p.m.


Chairman *JS*


NDPISB Office Assistant

8-16-16
Date

8/16/16
Date