

**COUNCIL ON LAW ENFORCEMENT EDUCATION AND TRAINING**  
**Private Security Advisory Committee**  
K.O. Rayburn Training Center ♦ 2401 Egypt Road ♦ Ada, OK 74820  
September 18, 2014 at 10:00 am

## **MINUTES**

**Committee Members Present:**

Mr. William (Bill) J. Price, Chairman  
Mr. Louis Maltos, Vice Chairman  
Mr. Bill L. Howard  
Mr. Wayne Pauley  
Mr. Rick Van Auken  
Mr. Alan Grayson

**CLEET Staff Present:**

Mr. Steve Emmons, Executive Director  
Mr. James Burton, PS Supervisor  
Ms. Natalie Johnston, PSAC Secretary

**Guest Present:**

Tom Marshall  
Martin Herman

**1. Call Meeting To Order**

Chairman Price called the meeting to order at 10:00 am. Roll was taken. All members of the committee were present. A quorum was present.

**2. Approval of Minutes**

The committee reviewed the minutes of the June 12, 2014 regular meeting.

**Action Taken:** Mr. Wayne Pauley made a motion to approve the information as presented. The motion was seconded by Mr. Bill Howard. A vote was taken. Chairman Bill Price voted yes; Vice Chairman Louis Maltos voted yes; Mr. Bill Howard voted yes; Mr. Wayne Pauley voted yes; Mr. Alan Grayson voted yes; and Mr. Rick Van Auken voted yes. The motion carried unanimously 6-0.

**3. Legal Update on Private Security Complaints**

Ms. Cathi Streater was not present but created a handout of the complaints for this quarter which was presented by Mr. James Burton. There have been 71 complaints filed in 2014:

Jan. 1 – March 4- 17

March 5 – June 10 – 21

June 11 – Sept. 15 – 33

There are currently 138 active complaints:

2012 – 8

2013 – 62

2014 – 68

Most complaints cannot be closed out due to ongoing court cases. Mr. Emmons asked the committee if the reports legal supplies answers all the questions they have with the complaints received within the division.

**Action Taken:** Mr. Wayne Pauley made a motion to approve the information as presented. The motion was seconded by Mr. Bill Howard. A vote was taken. Chairman Bill Price voted yes; Vice Chairman Louis Maltos voted yes; Mr. Bill Howard voted yes; Mr. Wayne Pauley voted yes; Mr. Alan Grayson voted yes; and Mr. Rick Van Auken voted yes. The motion carried unanimously 6-0.

#### **4. Update on Private Security Division**

Mr. James Burton reported the activity of the Private Security Division for the current quarter of July 1, 2014 to September 16, 2014:

Individual license Issued: 1004

AGI: 79

API: 12

ASG: 383

UPI: 30

USG: 300

Agency License Issued: 61

PIA: 41

SCHOOLS: 5

SGA: 15

Mr. Burton compared the current report with the report from April 1, 2014 to June 30, 2014:

Individual license Issued: 1205

AGI: 99

API: 18

ASG: 509

UPI: 45

USG: 534

Agency License Issued: 79

PIA: 63

SCHOOLS: 3

SGA: 13

Chairman Price requested Director Emmons to clarify the budget for Private Security. Director Emmons stated with the new bill passed with legislature it will take up any slack missing from three year renewal fees. Once the budget is on track it can be managed on a yearly basis. Director Emmons responded to Mr. Howard's inquiry of the funds co-

mingling. Director Emmons explained the general revenue fund is the only fund CLEET can use for both the Peace Officer and Private Security.

Vice Chairman Maltos requested a review of the agency fee and possible change in the fee or length of license. Executive Director Emmons stated it might be easier to present the legislation with an explanation of the benefits to changing the length of license from five years to three years and not change the fee. Director Emmons requested to add this request to our rules meeting. Director Emmons explained the bill would be easier to write and run if the proposed changes did not increase money amount. Director Emmons stated legislature will want reasoning behind the change request.

Mrs. Natalie Johnston spoke to committee regarding compliance issues with agencies and how the division has implemented mailing compliance letters to the agencies requesting current insurance information, employee list, manager or supervisor information, current address/phone number and authorized designee for notice of employment and terminations. Mrs. Johnston advised we have 1400 agencies and approximately 400 letters have been sent out via mail. The response has been about 50%. Ms. Johnston advised if the agencies do not respond to the first letter sent within 30 days a second letter is sent advising of an Inactive status of their agency until the information has been received that CLEET has requested. If the agency does not respond they will not be able to renew agency until the information has been received and possible fines that have incurred have been paid. Mr. Pauley asked if these letters could be sent via email and Ms. Johnston informed him that an email address is not required by CLEET during licensing process.

**Action Taken:** Mr. Bill Howard made a motion to approve the information as presented. The motion was seconded by Mr. Wayne Pauley. A vote was taken. Chairman Bill Price voted yes; Vice Chairman Louis Maltos voted yes; Mr. Bill Howard voted yes; Mr. Wayne Pauley voted yes; Mr. Alan Grayson voted yes; and Mr. Rick Van Auken voted yes. The motion carried unanimously 6-0.

##### **5. Update on Private Security Curriculum**

Mr. Tom Marshall was introduced by Chairman Price to advise committee on the status of the Private Security Curriculum. Mr. Marshall advised committee when he realized this was my task I started taking note of the things I observed from Security Officers when they were coming out of training was personal interaction skills. Mr. Marshall has doubled the Public Relations unit and renamed it to Personal Relations. The process has been slow moving and expected to be ready in three to four weeks. Chairman Price requested once a copy is available to email Ms. Johnston and she can send it out to the committee before the next scheduled meeting in December. Chairman Price requested all emails sent to him or the emails would be in his trash folder.

**Action Taken:** Mr. Louis Maltos made a motion to approve the information as presented. The motion was seconded by Mr. Wayne Pauley. A vote was taken. Chairman Bill Price voted yes; Vice Chairman Louis Maltos voted yes; Mr. Bill Howard voted yes;

Mr. Wayne Pauley voted yes; Mr. Alan Grayson voted yes; and Rick Van Auken voted yes. The motion carried unanimously 6-0.

#### **6. Executive Director Update**

Director Emmons advised committee he did not have much to go over but wanted to advise of the new OKC office where Ms. Norma Floyd was overseeing on Tuesday and Thursdays. Director Emmons stated the office will be available for application pick and drop off as long as no money is received. The location at this time is not set up to receive money since the money has to be deposited daily which takes place in Ada. Director Emmons requested email addresses for the committees organizations so CLEET can send an email blast out to inform as many people as possible.

Director Emmons asked if the committee had any rule change suggestions to email him and CLEET would review the suggestions during a rule change meeting.

**Action Taken:** Mr. Wayne Pauley made a motion to approve the information as presented. The motion was seconded by Mr. Bill Howard. A vote was taken. Chairman Bill Price voted yes; Vice Chairman Louis Maltos voted yes; Mr. Bill Howard voted yes; Mr. Wayne Pauley voted yes; Mr. Alan Grayson voted yes; and Mr. Rick Van Auken voted yes. The motion carried unanimously 6-0.

#### **7. Rules for Oklahoma Agencies**

Vice Chairman Maltos requested this item on the agenda to clarify agency compliance issues including improper insurance and hiring 1099 employees. Director Emmons clarified with Mr. Maltos it is not a rule issue but a CLEET issue of enforcing the rules. Mr. Maltos agreed. Director Emmons asked if Mr. Maltos wanted CLEET to be more aggressive in action. Mr. Maltos confirmed. Mr. Bill Howard agreed if an agency has been improperly active for two years the agency should be fined on top of surrendering the agency license. Director Emmons explained the review process and CLEET has a disciplinary committee who meets and determines each case and what discipline will be carried out. Director Emmons is not a part of this process as he is the appeals if an agreement cannot be made involving discipline to a file.

Mr. Bill Howard made a request to submit to legislature that insurance companies providing bond/insurance coverage to agencies or individuals must report cancellations to CLEET. Director Emmons requested the item added to Private Security Rules Suggestions for the upcoming meeting.

**Action Taken:** Mr. Louis Maltos made a motion to approve the information as presented. The motion was seconded by Mr. Wayne Pauley. A vote was taken. Chairman Bill Price voted yes; Vice Chairman Louis Maltos voted yes; Mr. Bill Howard voted yes; Mr. Wayne Pauley voted yes; Mr. Alan Grayson voted yes; and Rick Van Auken voted yes. The motion carried unanimously 6-0.

## **8. Appointment of PSAC Members**

Mr. Bill Howard advised the committee due to health issues he will be submitting a resignation letter to Executive Director Emmons. Mr. Howard would like the committee to take into consideration his recommendation for Mr. James Carroll to return to the committee. Mr. Bill Howard made a recommendation for the sitting members to revise the guidelines to create specifically if a member is absent from three consecutive meetings his seat becomes vacant. Chairman Price advised Mr. Carroll would go through the procedure of submitting a resume to CLEET for consideration and CLEET would take the consideration to The Council for approval.

Chairman Price presented the committee with a resume from Martin Herman who is interested in the representing the ASIS region. The committee reviewed the resume and had not questions for Mr. Herman.

**Action Taken:** Mr. Louis Maltos made a motion to approve the information as presented. The motion was seconded by Mr. Wayne Pauley. A vote was taken. Chairman Bill Price voted yes; Vice Chairman Louis Maltos voted yes; Mr. Bill Howard voted yes; Mr. Wayne Pauley voted yes; Mr. Alan Grayson voted yes; and Rick Van Auken voted yes. The motion carried unanimously 6-0.

## **9. New Business**

**Action Taken:** No action was required.

## **10. Adjournment**

Committee voted to adjourn

**Action Taken:** Mr. Bill Howard made a motion to approve the information as presented. The motion was seconded by Mr. Wayne Pauley. A vote was taken. Chairman Bill Price voted yes; Vice Chairman Louis Maltos voted yes; Mr. Bill Howard voted yes; Mr. Wayne Pauley voted yes; and; Mr. Rick Van Auken voted yes. The motion carried unanimously 6-0.

The September 18, 2014 meeting of the Private Security Advisory Committee adjourned at 12.05 p.m.

Minutes of this meeting were recorded by Natalie Johnston, PSAC Secretary.