

## **MINUTES OF REGULARY SCHEDULED PUBLIC MEETING**

*This regular meeting of the Alarm & Locksmith Industry Committee, scheduled to begin @ 9:00 a.m. on the 6th day of February, 2013 was convened in accordance with the Oklahoma Open Meeting Act [25 O.S., 301 et seq.] Advance public notice was sent to the Secretary of State's Office of Administrative Rules by facsimile on November, 26, 2012, specifying the time & place of the meeting here convened. Notice of this meeting was given to the public at least twenty-four (24) hours prior hereto & no one has filed a written request for advance notice of meetings of this public body to date.*

PUBLIC BODY: Alarm & Locksmith Industry Committee

DATE: Wednesday, February 6, 2013

ADDRESS: Oklahoma Department of Labor (ODOL)  
3017 N Stiles, Ste. 100  
Oklahoma City, OK, 73105

CONTACT PERSON: Rick Flanigan

TELEPHONE: (405) 521-2612

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### **February 6, 2013 - Alarm & Locksmith Industry Committee meeting minutes**

Meeting called to order @ 9:00 a.m. by Zeke Lay

#### **Agenda Item 1:**

##### **Call to Order**

Committee members present: James Perry, Lisa Fields, Ed Humes, Rick Flanigan, & Zeke Lay  
Bob Carroll arrived at 9:05 a.m.

Members Absent: Charles Hudecek & Ron Edwards

Staff Present: Carrie Wasser, Don Schooler, Bettye Finch, Denise Hader, & Tiffany Wythe

#### **Agenda Item 2:**

##### **Approval of minutes for January 2, 2013 Alarm & Locksmith Advisory Committee meeting**

Lisa Fields made motion to approve the minutes of January 2, 2013; seconded by James Perry.

Roll Call:

Aye: Bob Carroll, Ed Humes, James Perry, Lisa Fields, Rick Flanigan, & Zeke Lay

Nay: NONE

#### **Agenda Item 3:**

##### **Notification of Alarm & Locksmith Industry Rules Public Hearing**

Rick Flanigan asked that anyone with comments on the rules would please sign in with the ODOL's Office of General Counsel. This is a different sign-in sheet than the regular committee meeting sign-in.

#### **Agenda Item 4:**

##### **Comment & discussion from the general public regarding matters specific to the alarm lock industry:**

Rick Flanigan asked that the comments be limited to no more than five (5) minutes per public member unless granted additional time by the committee and this is not the time for the public hearing on the proposed rules.

Comment was made by Steve Lutz with IFS Resources about codes, standards, & revisions that needed to be made in the fire sprinkler tag language. Rick Flanigan & Zeke Lay thought that his comment was a valid point that needed to be looked into & discussed. Rick Flanigan asked Steve Lutz to email him some information.

**Agenda Item 5:**

**Review of company application(s)**

1<sup>st</sup> Company Application - Inspection Plus L.L.C – Burglar Alarm, Commercial Fire Alarm, CCTV, Access Control & Nurse Call – Company Manager Clayton White

Rick Flanigan made motion to approve, James Perry seconded the motion.

Roll Call:

Aye: Bob Carroll, Ed Humes, James Perry, Rick Flanigan, & Zeke Lay

Abstain: Lisa Fields

Nay: NONE

2<sup>nd</sup> Company Application – KLC Video, CCTV & Access Control

James Perry made motion to approve, Rick Flanigan seconded the motion

Roll Call:

Aye: Bob Carroll, Ed Humes, James Perry, Lisa Fields, & Rick Flanigan

Abstain: Zeke Lay

Nay: NONE

**Agenda Item 6:**

**Executive Session**

Rick Flanigan asked to move executive session to the end of meeting - all agreed.

**Agenda Item 7:**

**Recessed to conduct public hearing on proposed Alarm and Locksmith Rules**

Tiffany Wythe, Assistant General Counsel, with ODOL's Office of General Counsel, conducted meeting. Everyone was to keep comments to three (3) minutes only and all comments would be reviewed by the Commissioner & taken into consideration for possible changes to the proposed rules.

Six (6) individuals spoke on different subjects concerning the rules package. The final package that will be submitted by the Commissioner will be posted on the ODOL website as soon as it becomes available.

**Agenda Item 8:**

**Return from Recess for hearing on proposed Alarm and Locksmith Rules**

**Agenda Item 6:**

**Executive Session**

Pursuant to 25 O.S Section 307 (B)(4) for confidential communications, and pursuant 307 (B)(7) for discussion any matter where disclosure of information would violate confidentiality requirements of state or federal law.

Executive Session started at 9:28 a.m.

Adjourn executive session @ 9:43 a.m.

Roll Call:

Aye: Bob Carroll, Ed Humes James Perry, Lisa Fields, Rick Flanigan & Zeke Lay

Nay: NONE

Rick Flanigan made motion to approve Ryan Koster application, James Perry seconded the motion

Roll Call:

Aye: Bob Carroll, Ed Humes, James Perry, Lisa Fields, & Rick Flanigan

Abstain: Zeke Lay

Nay: NONE

**Agenda Item 9:**

Next meeting date will be on March 6, 2013

**Agenda Item 10:**

**Adjournment** – Rick Flanigan made motion to adjourn, James Perry seconded the motion

Roll Call:

Aye: Bob Carroll, Ed Humes, James Perry, Lisa Fields, Rick Flanigan & Zeke Lay

Nay: NONE

Alarm & Locksmith Advisory Committee meeting was adjourned at 9:45 a.m. on February 6, 2013