

MINUTES OF REGULARY SCHEDULED PUBLIC MEETING

This regular meeting of the Alarm and Locksmith Industry Committee scheduled to begin at 9:00 a.m. on the 6th day of August, 2014 was convened in accordance with the Oklahoma Open Meeting Act [25 O.S., 301 et seq.]. Further, an advance public notice that was sent to the Secretary of State's Office of Administrative Rules by Facsimile November 12, 2013, prior to this time today, specifying the time and place of the meeting here convened, preceded this meeting. Notice of this meeting was given at least twenty-four (24) hours prior hereto and no one filed a written request of notice of meetings of this public body to date.

PUBLIC BODY: Alarm and Locksmith Industry Committee

DATE: Wednesday, August 6, 2014

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

CONTACT PERSON: Daryl Bottoms

TELEPHONE: (405) 521-6563

Agenda Item 1:

Call to Order

Meeting was called to order at 9:00 a.m. by Bob Carroll

Agenda Item 2:

Roll Call

Committee members present: Dennis Bloye, Jim Buck, Ron Edwards, Lisa Fields, Maurice Grant, Steve Lutz, James Perry, and Bob Carroll.

Members Absent: Sean Crain.

Staff Present: Daryl Bottoms, Daniel Mares, Ruth Neville, Peggy Cooper, Don Schooler, and Alexander Thorne.

A quorum was present.

Agenda Item 3:

Statement of Compliance with the Open Meeting Act

The Statement of Compliance with the Open Meeting Act was read by Daryl Bottoms.

Agenda Item 4:

Approval of minutes for the July 9, 2014 Alarm and Locksmith Industry Committee meeting.

Dennis Bloye made a motion to approve the minutes from the July 9, 2014 meeting. The motion was seconded by James Perry. The motion was approved by majority consent.

Roll Call:

Aye: Dennis Bloye, Jim Buck, Ron Edwards, Lisa Fields, Steve Lutz, James Perry, and Bob Carroll.

Abstain: Maurice Grant

Agenda Item 5:

Alarm and Locksmith Program Update

Alexander Thorne went over the handout regarding the compliance statistics for July 2014 (Handout included at end of minutes). He also reviewed several complaints and their status.

Alexander Thorne discussed the Google Ad campaign and its impact on complaint reporting.

Bob Carroll indicated he was glad to see complaints coming from outside sources.

Alexander Thorne indicated that those the Department comes into contact with receive information and education so that, even if they are already licensed, the contact benefits those individuals.

Agenda Item 6:

Alarm and Locksmith Industry Test Update

Tests should roll out on September 1. There will be 9 different exams as opposed to 24 exams.

James Perry indicated he did not understand why it is taking so long to get these tests online. Alexander Thorne indicated that there are many moving pieces and waiting until September allowed the Department to make sure all involved parties are on the same page.

Dennis Bloye asked if there had been any progress with the Fire Sprinkler Testing, and if it would be rolled out at the same time. Alexander Thorne indicated that it would be.

Agenda Item 7:

Alarm and Locksmith Industry Conference Agenda

The upcoming Alarm and Locksmith Industry Conference will be held at Francis Tuttle, Rockwell Campus, on September 18, 2014. A tentative agenda has been developed, educational skits are being developed, and panels are being assembled. It is still a work in progress, but the Department is closing in on the final product.

Bob Carroll indicated that this is the first time in more than 25 years that this has been done. This will benefit all of the Alarm and Locksmith Industries. Registration begins at 8AM. The conference will begin at 9 AM.

The "Open Meeting Act" ramifications were briefly discussed. Don Schooler indicated that this should probably be posted as a "Special Meeting". He indicated he would get back with the committee regarding that issue.

Agenda Item 8:

Regulatory Effect of Evolving Technology

Jack Sink indicated the group will look at emerging technology and how it will effect regulation of the industry. Wireless technology is the direction that the industry is rapidly moving, and it

covers every aspect of life. Access control, intrusion, fire suppression will all be discussed. There is already a group that gets together to discuss industry specific issues. They will be having a virtual meeting on August 12, and anyone who wishes to attend can do so. Reach out to Jack Sink to be added to the mailing list. The meeting will go from 1:30PM to 3PM.

Due to Open Meeting requirements and limitations, and after discussions with the Oklahoma Department of Labor, members of the Alarm and Locksmith Industry Committee are specifically dis-invited to participate. Feedback will be provided to the Committee and the Department through Open Meetings.

Jim Buck indicated the Department will host a Special Meeting to allow the TPG group to share their findings with the Department in an Open Meeting.

Agenda Item 9:

Review of FY 2014 Finances

Jim Buck discussed the Fiscal Year 2014 Finances, referring to the handout (handout included at the end of these minutes). Steve Lutz asked about the costs for licenses and permits. Jim Buck indicated that was related to software. Steve Lutz also asked what “Centaur” is. It was determined that “Centaur” is the name of the previous owner of the building in which the Oklahoma Department of Labor currently resides.

Agenda Item 10:

Public Comments

Lowell Roberts had a question about the \$50,000 cost for Google and the cost of the newspaper ad. Bob Carroll pointed out that although PSAs may be free, there can be appropriate to utilize paid advertising. Lowell Roberts pointed out that the new rules were not posted on the website. Jim Buck indicated that the new rules will go into effect September 15.

Bob Carroll returned the meeting to Agenda Item 9: “Review of FY 2014 Finances” to address the advertising costs.

Agenda Item 9:

Review of FY 2014 Finances

Jim Buck indicated that there was money spent to develop the advertising messages. Now, in order to get the message out in the form desired, the Department had to spend money. For the Google Ads campaign, in order for the landing pages for this message to show up as the second or third item, the Department has to pay for key words. It is a Public Service, but the marketing company and the key word searches cost money. \$50,000 was spent last year on this. The Department is expecting to spend \$200,000 this year on Google Ads. The Google Ad gives the consumer the idea to go to the ODOL link to verify that a company is licensed and to file complaints. Lowell Roberts indicated that PSAs are supposed to be free. Jim Buck pointed out that it costs money to get the Department’s message out during times that the public will see it. Most of the time, when a person is searching for a locksmith, he or she is using a cell phone and the Department wants to make sure that the message will reach that person. Jim Buck was asked

if the Department is able to manage the effectiveness of the campaign. Jim Buck indicated that the Department does have a dashboard and Alexander Thorne manages that. A member of the public asked if we would be using additional search engines. Jim Buck indicated that, at this point in time, the Department is just using Google, but would be targeting the other search engines in the future.

James Perry asked if the Department would be directing anything toward construction and glass industries in regards to licensing requirements. James Buck indicated that the Department was discussing this specific issue with its General Counsel to find out what action could be taken and to make sure the appropriate action was taken.

Bob Carroll returned to Agenda Item 10: Public Comments.

Agenda Item 10:
Public Comments

Bob Carroll asked if there were any additional public comments. There were none.

Agenda Item 11:

Review of Company Applications

Peggy Cooper, with the Oklahoma Department of Labor, Licensing Department, was available to answer questions regarding the Company Applications.

a. Complete Alarm Technology Systems, LLC

Categories: Access Control, Closed Circuit Television (CCTV), Commercial Fire and Burglar Alarm

Manager: Gary Richardson

Steve Lutz made a motion to approve this application for Commercial Fire Alarm and Burglar Alarm, as these are the only areas in which Gary Richardson currently has a manager license. Dennis Bloye seconded the motion. The motion passed with majority consent.

Roll Call:

Aye: Dennis Bloye, Jim Buck, Ron Edwards, Maurice Grant, and Steve Lutz.

Abstain: Lisa Fields, James Perry, and Bob Carroll.

b. Digi Security Systems, LLC

Categories: Access Control, CCTV

Manager: Josh Herron

Ron Edwards made a motion to approve this application. Lisa Fields seconded the motion. The motion passed with majority consent.

Roll Call:

Aye: Dennis Bloye, Jim Buck, Ron Edwards, Lisa Fields, Maurice Grant, Steve Lutz, and James Perry.

Abstain: Bob Carroll.

Agenda Item 12:

Proposed Executive Session

Ron Edwards made a motion to move to executive session. Lisa Fields seconded the motion. The motion passed with unanimous consent.

Roll Call:

Aye: Dennis Bloye, Jim Buck, Ron Edwards, Lisa Fields, Maurice Grant, Steve Lutz, James Perry, and Bob Carroll.

Agenda Item 13:

Adjourn from Executive Session

James Perry made a motion to adjourn from executive session. Ron Edwards seconded the motion. The motion passed with unanimous consent.

Roll Call:

Aye: Dennis Bloye, Jim Buck, Ron Edwards, Lisa Fields, Maurice Grant, Steve Lutz, James Perry, and Bob Carroll.

Action Taken as a Result of Executive Session

- a. Name: Archer, Christian
Categories: Renewal, Trainee, Fire Sprinkler (Initial License Date: 03-09-12)

Lisa Fields made a motion to approve the application of Christian Archer. Maurice Grant seconded that motion. The motion carried with majority consent.

Roll Call:

Aye: Dennis Bloye, Jim Buck, Ron Edwards, Lisa Fields, and Maurice Grant.

Nay: Steve Lutz.

Abstain: James Perry and Bob Carroll.

- b. Name: Drewery, Eric
Categories: Initial, Trainee, Alarm and Locksmith Industry

Steve Lutz made a motion to approve the application of Eric Drewery. Ron Edwards seconded that motion. The motion was declined with majority dissent.

Roll Call:

Nay: Dennis Bloye, Jim Buck, Ron Edwards, Lisa Fields, Maurice Grant, Steve Lutz and James Perry.

Abstain: Bob Carroll.

- c. Name: Fletcher, Carl
Categories: Initial, Trainee, Fire Sprinkler

Ron Edwards made a motion to approve the application of Carl Fletcher. James Perry seconded that motion. The motion was declined with majority dissent.

Roll Call:

Nay: Dennis Bloye, Jim Buck, Ron Edwards, Lisa Fields, Maurice Grant, Steve Lutz and James Perry.

Abstain: Bob Carroll.

- d. Name: Haliwa, Jakob
Categories: Initial, Manager, Locksmith

Lisa Fields made a motion to approve the application of Jakob Haliwa. Steve Lutz seconded that motion. The motion was declined with majority dissent.

Roll Call:

Nay: Dennis Bloye, Jim Buck, Ron Edwards, Lisa Fields, Maurice Grant, Steve Lutz and James Perry.

Abstain: Bob Carroll.

- e. Name: Herrera, Luiz
Categories: Renewal, Technician, Fire Sprinkler (Initial License Date: 04-28-10)

Dennis Bloye made a motion to approve the application of Luiz Herrera. Lisa Fields seconded that motion. The motion carried with majority consent.

Roll Call:

Aye: Dennis Bloye, Jim Buck, Ron Edwards, Lisa Fields, Maurice Grant, Steve Lutz, and James Perry.

Abstain: Bob Carroll.

- f. Name: Liles, Christopher
Categories: Initial, Trainee, Alarm and Locksmith Industry

Ron Edwards made a motion to approve the application of Christopher Liles. James Perry seconded that motion. The motion was declined with majority dissent.

Roll Call:

Nay: Dennis Bloye, Jim Buck, Ron Edwards, Lisa Fields, Maurice Grant, Steve Lutz and James Perry.

Abstain: Bob Carroll.

- g. Name: Martinez, Daniel
Categories: Renewal, Technician, Fire Sprinkler (Initial License Date: 10-29-02)

Ron Edwards made a motion to approve the application of Daniel Martinez. James Perry seconded that motion. The motion carried with majority consent.

Roll Call:

Aye: Dennis Bloye, Jim Buck, Ron Edwards, Lisa Fields, Maurice Grant, Steve Lutz, and James Perry.

Abstain: Bob Carroll.

- h. Name: Miller, Derrick
Categories: Initial, Trainee, Fire Sprinkler

Lisa Fields made a motion to approve the application of Christopher Liles. James Perry seconded that motion. The motion was declined with majority dissent.

Roll Call:

Nay: Dennis Bloye, Jim Buck, Ron Edwards, Lisa Fields, Maurice Grant, Steve Lutz and James Perry.

Abstain: Bob Carroll.

- i. Name: Raper, Jonathan
Categories: Renewal, Technician, CCTV, Access Control (Initial Issue Date: 02-22-12)

Ron Edwards made a motion to approve the application of Jonathan Raper. James Perry seconded that motion. The motion carried with majority consent.

Roll Call:

Aye: Dennis Bloye, Jim Buck, Ron Edwards, Lisa Fields, Maurice Grant, Steve Lutz and James Perry.

Abstain: Bob Carroll.

- j. Name: Ratheal, Rodney
Categories: Initial, Technician, Access Control, CCTV, Residential Fire Alarm, Burglar Alarm, Locksmith

Steve Lutz made a motion to approve the application of Rodney Ratheal. James Perry seconded that motion. The motion was declined with majority dissent.

Roll Call:

Nay: Dennis Bloye, Jim Buck, Ron Edwards, Lisa Fields, Maurice Grant, Steve Lutz and James Perry.

Abstain: Bob Carroll.

- k. Name: Victor, Dale
Categories: Renewal, Technician, CCTV, Residential Fire Alarm, Burglar Alarm (Initial Issue Date: 01-16-09)

Ron Edwards made a motion to approve the application of Victor Dale. James Perry seconded that motion. The motion carried with majority consent.

Roll Call:

Aye: Dennis Bloye, Jim Buck, Ron Edwards, Lisa Fields, Maurice Grant, Steve Lutz and James Perry.

Abstain: Bob Carroll.

- l. Name: Wright, Robert
Categories: Initial, Trainee, Fire Sprinkler

Ron Edwards made a motion to approve the application of Robert Wright. James Perry seconded that motion. The motion carried with majority consent.

Roll Call:

Aye: Dennis Bloye, Jim Buck, Ron Edwards, Lisa Fields, Maurice Grant, Steve Lutz and James Perry.

Abstain: Bob Carroll.

Item 14:

Next Meeting date scheduled for September 3, 2014

Agenda Item 15:

Adjournment

James Perry made a motion to adjourn the meeting. Dennis Bloye seconded the motion. The motion passed with unanimous consent.

Roll Call:

Aye: Dennis Bloye, Jim Buck, Ron Edwards, Lisa Fields, Maurice Grant, Steve Lutz, James Perry, and Bob Carroll.

COMPLIANCE REPORT FOR ALARM AND LOCKSMITH JULY 2014

Educational Consolutation Handed Out / Contacts Made	86
Number of Citations Issued	1
Industries	
Locksmith	1
Websites Reviewed	32
Number Found to Be Out Of Compliance	7
Number Of Telephone Calls Made and /or Letters Mailed	7
Number Brought Into Compliance	3
Complaints Received	16
Burglar Alarm	4
Locksmith	3
Fire Sprinkler	5
CCTV	3
OTHER	1
Source of Complaint	
Unknown	1
Public	4
Other Agency	4
Municipality	2
Industry	5
Complaints Resolved	9
Burglar Alarm	2
Locksmith	1
Fire Sprinkler	2
CCTV	4
Other	0

Google

locksmith



Web Images Videos News Shopping Maps Books

About 6,900,000 results

- Any time
- Past hour
- Past 24 hours
- Past week
- Past month
- Past year

- All results
- Verbatim

Fastest Locksmith In OKC - 15 Minute Oklahoma City Locksmith



Ad www.okc-locksmith-service.com/

Locked Out? Need Car Keys? Call Us!
Commercial - Automotive - Emergency - Get Service Now

See Approved State List - OK.gov

Ad www.ok.gov/odo/Licensed_Locksmiths

See the Official Approved State List of Licensed Locksmiths In OK.
Licensed Companies - Licensed Individuals - License Verification

Oklahoma C. OK Locksmith - Only \$19 Service Call

Ad www.24hourlocksmithoklahomacity.com/

Call now! Fast response guaranteed

Local business results for locksmith near



Ads

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www.okeylocksmith.com/

Affordable Local Locksmith Service.
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Call A Locksmith That Does It All!
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www.local.com/

Find Locksmith Near You.
See Actual Customer Reviews!

Become a Locksmith

www.lockpicks.com/

With Our Interactive Software.
Fast Shipping. Order Online Now.

Oklahoma Department of Labor
Fiscal Year 2013: Financial Report
Program: Alarm and Locksmith

07/01/13 - 06/30/14

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Salary & Longevity	51100	117,023.41
Insurance, Health Life, etc.	51200	42,419.14
FICA - Retire Contribution	51300	30,399.47
Services Level Agreement (SLA)	51538	26,230.24
Beals Cunningham Advertising - Newspaper, Video	51549	4,300.00
OMES - FICA Savings	51556	57.20
OMES - Merit Services	51556	196.04
Presort First Class Inc.	51561	695.45
State Bureau of Investigation	51565	66,371.00
Advisory Board Expenses	52100	1,501.98
Oklahoma Turnpike Authority	52211	658.28
Travel Expenses	52211	253.00
Francis Tuttle Tech.	52215	79.00
Freight Expenses	53111	100.13
Postage	53112	7,157.28
Central Printing	53115	480.08
Beals Cunningham Advertising - Google - PSA	53117	50,000.00
Licenses, Permits etc.	53125	185.00
Risk Management	53131	606.99
Centaur	53211	12,140.83
Department of Libraries	53213	38.26
Francis Tuttle Tech.(A/L Meeting for Rewriting Test)	53213	600.00
OMES - Fleet	53214	150.00
Standley Systems LLC	53314	2,663.91
CSW Government (Scanners)	53315	5,410.00
Comdata - Fuels	53429	4,445.55
Office Supplies - Non-Expendable	53613	362.50
Office Supplies - Expendable	53614	258.77
Data Processing Supplies	53615	3,132.32
OK Career Technology	53623	95,560.00
Comdata - Maintenance	53731	581.67
Data Processing Equipment	54112	11,722.10
Data Processing Software	54113	106.96
TOTAL		485,886.56

280 - ALARM/ LOCKSMITH PROGRAM

07/01/2013 - 06/30/2014

<u>Accounting</u>	<u>Receipts</u>		<u>Ending</u>
<u>Period</u>	<u>Deposited</u>	<u>Expenses</u>	<u>Balance</u>
			913,892.31
July	118,920.00	32,631.46	1,000,180.85
August	78,350.00	60,980.44	1,017,550.41
September	161,145.00	36,221.10	1,142,474.31
October	67,420.00	42,719.03	1,167,175.28
November	25,645.00	33,539.92	1,159,280.36
December	16,345.00	25,553.50	1,150,071.86
January	14,315.00	36,149.34	1,128,237.52
February	21,650.00	5,486.37	1,144,401.15
March	16,365.00	48,377.47	1,112,388.68
April	19,615.00	37,686.20	1,094,317.48
May	24,030.00	19,946.58	1,098,400.90
June	27,440.00	106,595.15	1,019,245.75
Total	<u>591,240.00</u>	<u>485,886.56</u>	<u>1,019,245.75</u>



State of Oklahoma
Office of State Finance
Summary of Receipts and Disbursements
From Business Unit 40500 To Business Unit 40500
For The Month Of June, 2014

7/18/2014
9:07:53 AM
Page 3

BUSINESS UNIT 40500
CLASS 280

Accounting Period	Revenue (Credit) Debit 4xxxxx	Expenditures (Credit) Debit 5xxxxx	Change in Liabilities (Incr) Deccr 2xxxxx	Change in Receivables (Incr) Deccr 1xxxxx	Net Payroll Withholdings (Credit) Debit 633xxxx	Transfers In (Credit) 631100	Transfers Out Debit 621000, 631200 and 499600	Balance Or Changes In Investment (Credit) Debit 632100	Ending Cash Balance
0-Begin Bal			(25,467.50)	0.00				0.00	939,359.81
1-Jul	(118,920.00)	32,631.46	25,467.50	0.00	0.00	0.00	0.00	0.00	1,000,180.85
2-Aug	(78,350.00)	61,302.35	(321.91)	0.00	0.00	0.00	0.00	0.00	1,017,550.41
3-Sep	(161,145.00)	40,482.69	(4,261.59)	0.00	0.00	0.00	0.00	0.00	1,142,474.31
4-Oct	(67,420.00)	42,352.91	366.12	0.00	0.00	0.00	0.00	0.00	1,167,175.28
5-Nov	(25,645.00)	29,329.76	4,210.16	0.00	0.00	0.00	0.00	0.00	1,159,280.36
6-Dec	(16,345.00)	25,546.28	7.22	0.00	0.00	0.00	0.00	0.00	1,150,071.86
7-Jan	(14,315.00)	36,149.34	0.00	0.00	0.00	0.00	0.00	0.00	1,128,237.52
8-Feb	(21,650.00)	7,476.23	(1,989.86)	0.00	0.00	0.00	0.00	0.00	1,144,401.15
9-Mar	(16,365.00)	47,349.90	1,027.57	0.00	0.00	0.00	0.00	0.00	1,112,388.68
10-Apr	(19,615.00)	37,686.20	0.00	0.00	0.00	0.00	0.00	0.00	1,094,317.48
11-May	(24,030.00)	27,663.12	(7,716.54)	0.00	0.00	0.00	0.00	0.00	1,098,400.90
12-Jun	(27,440.00)	97,916.32	8,629.82	0.00	0.00	0.00	0.00	0.00	1,019,294.76
Column Totals:	(591,240.00)	485,886.56	25,418.49	0.00	0.00	0.00	0.00		
Current Ledger Balance:			(49.01)	0.00				0.00	1,019,294.76
Class/Fund Balances:									
								Current Ledger Balance-Liabilities:	(49.01)
								Current Ledger Balance-Receivables:	0.00
								*Budgeted Cash Balance:	1,019,245.75

*Should agree with Cash Balance from Allotment Budget and Cash Balance (ABC) report.