

## 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 3 day of July, 2013 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 26, 2012, 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 here to 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, November 6, 2013

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

CONTACT PERSON: Carrie Wasser

TELEPHONE: (405) 521-6569

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### **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: Bob Carroll, Charles Hudecek, Dennis Bloye, James Perry, Jim Buck, Lisa Fields, Maurice Grant, Sean Crain and Zeke Lay

Members Absent: All members were present

Staff Present: Carrie Wasser, Jim Buck, Alexander Thorne, Daryl Bottoms, Liz McNeill, Keith Gabel, Tiffany Wythe.

A quorum was reached.

### **Agenda Item 3:**

Statement of Compliance with the Open Meeting Act was read by Carrie Wasser.

### **Agenda Item 4:**

#### **Approval of minutes for October 2, 2013 Alarm and Locksmith Industry Committee meeting.**

Zeke Lay made comment that the October minutes show him as absent and that Sean Crain was listed twice. Zeke Lay made motion to approve minutes from the October 2, 2013 meeting with the attendance to be corrected, seconded by James Perry.

**Roll Call:**

Aye: Zeke Lay, Charles Hudecek, Dennis Bloye, Maurice Grant, James Perry, Lisa Fields, Sean Crain, Jim Buck and Bob Carroll.

Motion to approve minutes with suggested change with unanimous consent.

**Agenda Item 5:****Introduction of Alexander Thorne, Assistant Director Alarm and Locksmith Enforcement**

Introduction of Alexander Thorne as the Assistant Director of Alarm and Locksmith Enforcement, along with Daryl Bottoms, administrative assistant for the Alarm and Locksmith enforcement program.

**Agenda Item 6:****Presentation of the Oklahoma Department of Labor's PSA's**

Liz McNeill, communication director for ODOL made a presentation showing the PSA's. She presented a video for TV ads and audio for radio ads and also a picture of a printed ad for newspapers and trade magazines. Committee members and guest in the room approved of the presentation and expressed their pleasure with the PSA's. Bob Carroll suggested that the print ad be changed to target the public more than the Alarm and Locksmith Industry.

**Agenda Item 7:****Discussion on the difficulties United States Armed Forces Service Personnel face when attempting to terminate a contract with an Alarm and Locksmith vendor**

The Commissioner of Labor, Mark Costello and Senator Cliff Aldridge addressed the Committee regarding members of the Armed Forces being forced to continue their Alarm Contract after they have had a permanent change of duty station to another State. Senator Aldridge had been approached by the wife of the service member regarding this issue, and attempted to work with the alarm company on multiple occasions to try and resolve this matter. Not obtaining success in this matter, Senator Aldridge turned to the Commissioner of Labor, Mark Costello, to assist in resolving this matter. The issue was eventually resolved, with the Senator requesting for some type of resolution to be passed so that other service members are not forced to endure this same issues.

It was suggested that the Service members Civil Relief Act might come into play on this specific issue. If it does, than it was suggested that alarm companies may need to be educated on the implications of the Act. If it does not, then another means of providing relief for service members was requested. This issue is to be placed on the December 4, 2013 agenda.

**Agenda Item 8:****Review and Action to Approve – Proposed Alarm and Locksmith Industry Advisory Committee dates for 2014**

It was suggested that the proposed calendar be accepted with the July 2, 2014 date changed to July 9, 2014.

Maurice Grant made motion to approve committee dates for 2014 with the July 2<sup>nd</sup> date being changed to July 9<sup>th</sup>, seconded by Dennis Bloye.

**Roll Call:**

Aye: Zeke Lay, Charles Hudecek, Dennis Bloye, Maurice Grant, James Perry, Lisa Fields, Sean Crain, Jim Buck and Bob Carroll.

**Agenda Item 9:****Discussion update to Committee on Revisions to the Alarm and Locksmith Exam**

Jim Buck discussed several proposed changes to the exams. In general, the changes would establish standards, and mandate feedback be provided to test takers. Instead of the current 24 exams, the number will be consolidated to 8, and there will be an increase in the time requirements between retests.

Jennifer Nuttle, with Career Tech, is working with DOL to pull together information for meeting on 11-7-2013 to review questions we want to keep. Estimated completion date of these exams will be May or June of 2014.

**Agenda Item 10:****Oklahoma Department of Labor Fiscal Year 2013: Financial Report for the Alarm and Locksmith Program.**

This was mentioned at the October 2, 2013 meeting that committee members would like to see how the revenue and expenditures for the Alarm Locksmith Program. Jim Buck provided and explained the financial report to the committee members letting them know that this will be provided each fiscal year for review. Zeke Lay asked how you could tell if the cost is a reoccurring fee? Jim Buck explained what was reoccurring and what is not. Zeke Lay also asked what was going to be added to next year. Jim Buck talked about the online contract we will purchase and also the inspector's new equipment for field staff. Bob Carroll commented how the Alarm Locksmith Program has grown and that there is a need for upgrade to keep up with new technology this will cause the cost to go up.

**Agenda Item 11:**  
**Review, Discussion and Approval of Proposed Amendments to the Alarm and Locksmith Industry Act and Administrative Rules 59 O.S. §1800.1, et seq.**  
**OAC 380:75**

Jim Buck discussed proposed rule changes. Some of those changes include the following:

- Allow licenses to expire one year after they become effective. Remove the different fee based on when the license starts.
- Allow license applicants to deal directly with Career Tech regarding testing. Applicants would then submit their application along with their passing test scores to the Department of Labor. Their background would be checked after their application was submitted.
- Reduction in application fees for technicians and managers due to a reduced workload by allowing applicants to deal directly with Career Tech.
- Allow the use of biometrics for fingerprint background checks.

Maurice Grant asks Mr. Buck why the manager fee is more than the other license. Bob Carroll wanted this question to be addressed at another time and thought this should be put on the agenda for the next meeting.

Zeke Lay made the motion, seconded by Lisa Fields

**Roll Call:**

Aye: Zeke Lay, Charles Hudecek, Dennis Bloye, Maurice Grant, James Perry, Lisa Fields, Sean Crain, Jim Buck and Bob Carroll.

**Agenda Item 12**

**Public Comments**..... Bob Carroll

*Comments and discussion from the general public regarding matters specific to the Alarm and Locksmith Act Industries, limited to no more than 5 minutes per public member unless granted additional time by the Committee. The Committee shall neither engage in substantive discussion nor material interaction with public.*

Four individuals made public comments.

- Lowell Roberts – asked if it will be possible to change rules after the public comment period opens. The answer is that public comments will be considered. L. Roberts also suggested that the manager’s fee be reduced. It was agreed by the committee to put the question of fees on the next agenda.
- Steven Carey – Mr. Carey had questions regarding the Oklahoma City Police requiring him to write a letter indicating a previous customer would never be monitored again. Also, a customer is having a home built and the builder insists that the builder’s contracted alarm company put the

alarm system in the home. It was suggested that Mr. Carey contact the Home Builders Association and speak with Alexander Thorne regarding rules regulations on this matter.

- Jordan Brown – Discussion about Service Members Civil Relief Act and Alarm Systems. Suggested that the committee not draft a resolution that would make it more difficult for individuals, especially service members, to obtain alarm systems.
- Ms. Dana Fouble – represents the Oklahoma Burglar & Fire Alarm Association. She offered her organization’s expertise on drafting rules and regulations. She also suggested that the Committee consider the fingerprinting issue that Texas had.

**Agenda Item 13:**

**Review of Company Applications**

**1. Computer Aided & Electronics LLP**

Categories: CCTV & Access Control

Manager: Troy Sanchez- Has current manager license in Access Control, CCTV & Locksmith license #7975

Zeke Lay made the motion to approve seconded by Dennis Bloye

**Roll Call:**

Aye: Zeke Lay, Charles Hudecek, Dennis Bloye, Maurice Grant, James Perry, Lisa Fields, Sean Crain, Jim Buck

Abstain: Bob Carroll

**2. Titan Protection & Consulting Inc.**

Categories: Monitoring Facility

Manager: Ryan Smith

Maurice Grant made the motion to approve seconded by Jim Buck

**Roll Call:**

Aye: Zeke Lay, Charles Hudecek, Dennis Bloye, Maurice Grant, James Perry, Lisa Fields, Sean Crain, Jim Buck

Abstain: Bob Carroll

**3. Sterling Bank Services Inc.**

Categories: Commercial Burg, Fire Alarm & CCTV

Manager: William Buckles

Maurice Grant made the motion to approve seconded by James Perry

**Roll Call:**

Aye: Zeke Lay, Charles Hudecek, Dennis Bloye, Maurice Grant, James Perry, Lisa Fields, Sean Crain, Jim Buck

Abstain: Bob Carroll

Charles Hudecek left the meeting at 10:35

**4. Rogers Electronics Inc.**

Categories: CCTV & Access Control

Manager: Jimmy Rogers

Dennis Bloye made the motion to approve seconded by James Perry

**Roll Call:**

Aye: Zeke Lay, Dennis Bloye, Maurice Grant, James Perry, Lisa Fields, Sean Crain, Jim Buck

Abstain: Bob Carroll

**5. Aller LLC**

Categories: Commercial Bur, Fire, CCTV, Monitoring Facility, Access Control & Nurse Call

Manager: Michael Lawhead Manager license #1539

James Perry made the motion to approve seconded by Lisa Fields

**Roll Call:**

Aye: Zeke Lay, Dennis Bloye, Maurice Grant, James Perry, Lisa Fields, Sean Crain, Jim Buck

Abstain: Bob Carroll

**6. Owens Communications**

Categories: CCTV & Access Control

Manager: Kirk Owens license #12955

Dennise Bloye made the motion to approve seconded by James Perry

**Roll Call:**

Aye: Zeke Lay, Dennis Bloye, Maurice Grant, James Perry, Lisa Fields, Sean Crain, Jim Buck

Abstain: Bob Carroll

**Agenda Item 14:**

**Proposed Executive Session At 10:45**

Jim Buck made the motion to move to executive session seconded by James Perry

**Roll Call:**

Aye: Zeke Lay, Dennis Bloye, Maurice Grant, James Perry, Lisa Fields, Sean Crain, Jim Buck

and Bob Carroll

**Agenda Item 15:**  
**Adjourn from Executive Session**

James Perry made the motion to adjourn seconded by Maurice Grant

**Roll Call:**

Aye: Zeke Lay, Dennis Bloye, Maurice Grant, James Perry, Lisa Fields, Sean Crain, Jim Buck and Bob Carroll

**Action taken as a result of Executive Session**

1. **Nicholas Wood** – James Perry made a motion to approve the application seconded by Sean Crain.

**Roll Call:**

Aye: Zeke Lay, Dennis Bloye, Maurice Grant, James Perry, Lisa Fields, Sean Crain, Jim Buck  
Abstain: Bob Carroll

2. **Kyle Ezell** – James Perry made a motion to approve the application seconded by Lisa Fields.

**Roll Call:**

Aye: Zeke Lay, Dennis Bloye, Maurice Grant, James Perry, Lisa Fields, Sean Crain, Jim Buck  
Abstain: Bob Carroll

**Agenda Item 16:**

Next meeting date scheduled for December 4, 2013

**Agenda Item 17:**  
**Adjournment Alarm & Locksmith Advisory Committee**

Lisa Fields made the motion, James Perry seconded the motion

**Roll Call:**

Aye: Zeke Lay, Dennis Bloye, Maurice Grant, James Perry, Lisa Fields, Sean Crain, Jim Buck & Bob Carroll  
Nay: None

**Meeting was adjourned at 11:12 a.m.**