

ALARM SYSTEM SECURITY LICENSING BOARD
AMENDED AGENDA
July 7, 2016
9:00 A.M.
Room 474 Fourth Floor
Heber M. Wells Building
160 E. 300 S. Salt Lake City, Utah

ADMINISTRATIVE BUSINESS:

1. Call Meeting to Order
2. Sign Per Diem
3. Board Training: Mark Steinagel
4. Approve Minutes for May 5, 2016
5. Compliance, Brandie Rigby

DISCUSSION ITEMS:

6. Qualifier Clarification

APPOINTMENTS:

10:10, Kevin Santiago, Application Review

NEXT SCHEDULED MEETING:

September 1, 2016

Note: This agenda is subject to change up to 24 hours prior to the meeting.

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify, Carol Inglesby, ADA Coordinator, at least three working days prior to the meeting. Division of Occupational & Professional Licensing, 160 East 300 South, Salt Lake City, Utah 84115, 801-530-6628 or toll-free in Utah only 866-275-3675.

Posted to Bulletin Board on 07/06/2016

MINUTES

**UTAH
ALARM SYSTEMS SECURITY LICENSING BOARD
MEETING
May 5, 2016**

**Room 475 – 4th Floor – 9:00 a.m.
Heber Wells Building
Salt Lake City, UT 84111**

CONVENED: 9:00 a.m.

ADJOURNED: 10:45 a.m.

Bureau Manager:

Jana Johansen

Board Secretary:

Yvonne King

Board Members Present:

Larry Gillett, Board Chair
Sandi Henderson
William LaRochelle
Troy Iverson
Michael Jeffrey Howe

Division Staff

Brandy Rigby, Compliance
Pam Bennett, Investigations

Guests:

Scott Hill, Vivint
Viviana Harrington, Vivint
Nick Hess, Vivint
William Bullock, Probationer

ADMINISTRATIVE BUSINESS:

Approval of the March 3, 2016 Board Meeting Minutes

Mr. LaRochelle seconded by Ms. Henderson made a motion to approve the March 3, 2016 Board meeting minutes as written. The motion carried unanimously.

Nominations for Chair

Mr. LaRochelle seconded by Mr. Howe made a motion to nominate Mr. Gillett to remain as Chair. The motion carried unanimously.

TOPICS FOR DISCUSSION

DECISIONS AND RECOMMENDATIONS

Brandy Rigby, Compliance

Ms. Rigby reviewed the Compliance report with the Board and stated that there were three individuals on probation at this time. Ms. Rigby stated that out of the three probationers, William Bullock is the only one that is non-compliant and will be meeting with the Board today.

William LaRochelle: False Alarms

Mr. LaRochelle stated the association, in conjunction with local police departments, track false alarm rates. He also noted that there are companies that have false alarm rates almost double the average, which is a violation under unprofessional conduct.

Mr. LaRochelle stated that the association has asked him to notify the company when they have a violation so they can address the issue before it is sent to DOPL investigations

Mr. LaRochelle stated that he just wanted the Board to know what he was doing and was open to any suggestion the Board may have.

Board Training

Ms. Johansen reviewed the probation violation disciplinary process as the ongoing Board training.

APPOINTMENTS

Scott Hill

Mr. Hill appeared before the Board for his scheduled appointment. Ms. Johansen reviewed his application which included criminal offenses. Mr. Hill explained the circumstances of his offenses.

Mr. LaRochelle seconded by Ms. Henderson made a motion to issue a conditional license to Mr. Hill as a Burglar Alarm Company agent contingent upon proof of completion of his treatment program, fines paid with the courts and a clean background check at renewal. The motion carried unanimously.

Tristan Taei

Mr. Taei appeared before the Board for his scheduled appointment per phone interview. Ms. Johansen reviewed his application which included criminal offenses. Mr. Taei explained the circumstances that led to his offenses.

Mr. Howe seconded by Mr. Henderson made a motion to approve a Probationary license as a Burglar Alarm Company agent for one year to include drug testing. The motion carried unanimously.

Nicholas Hess

Mr. Hess appeared before the Board for his scheduled appointment. Ms. Johansen reviewed his application which included some criminal offenses. Mr. Hess explained the circumstances which led to his offenses.

Ms. Henderson seconded by Mr. LaRochelle made a motion to approve a conditional license as a Burglar Alarm Company agent to Mr. Hess contingent on proof the court case is closed and to allow six months to do so. The motion carried unanimously.

Cassandra Jacobs

Ms. Jacobs appeared before the Board for her scheduled appointment per phone interview. Ms. Johansen reviewed her application which included some criminal offenses. Ms. Jacobs explained the nature of her offenses.

Mr. LaRochelle seconded by Mr. Iverson made a motion to deny licensure to Ms. Jacobs as a Burglar Alarm Company agent. The motion carried unanimously.

The Board suggested Ms. Jacobs apply once all probations and court cases are resolved.

Dante Montoya

Mr. Montoya did not appear before the Board for his scheduled appointment. Ms. Johansen reviewed his application which included criminal offenses.

Mr. LaRochelle seconded by Mr. Iverson made a motion to deny licensure to Mr. Montoya as a Burglar Alarm Company agent. The motion carried unanimously.

William Bullock

Mr. Bullock appeared before the Board for his scheduled appointment because he was noncompliant with his probation. Mr. Bullock

noted that he was not employed with a burglar alarm company at this time.

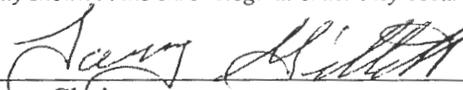
Mr. Howe seconded by Ms. Henderson made a motion to continue with probation but review Mr. Bullock's probationary status at the next meeting where he must complete all stipulations of his Memorandum and if he is still non-compliant to initiate an Order to Show Cause. The motion carried unanimously.

Next Scheduled Meeting

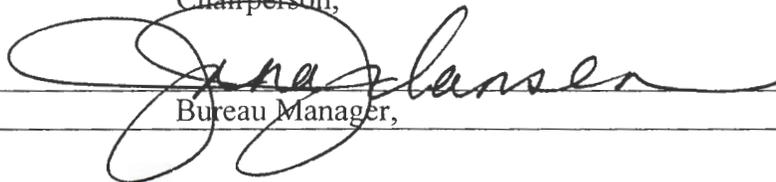
July 7, 2016

Note: These minutes are not intended to be a verbatim transcript but are intended to record the significant features of the business conducted in this meeting. Discussed items are not necessarily shown in the chronological order they occurred.

7-7-16
Date Approved


Chairperson,

7/7/16
Date Approved


Bureau Manager,



DOPL Board Survey 2015

Bureau 6 Responses

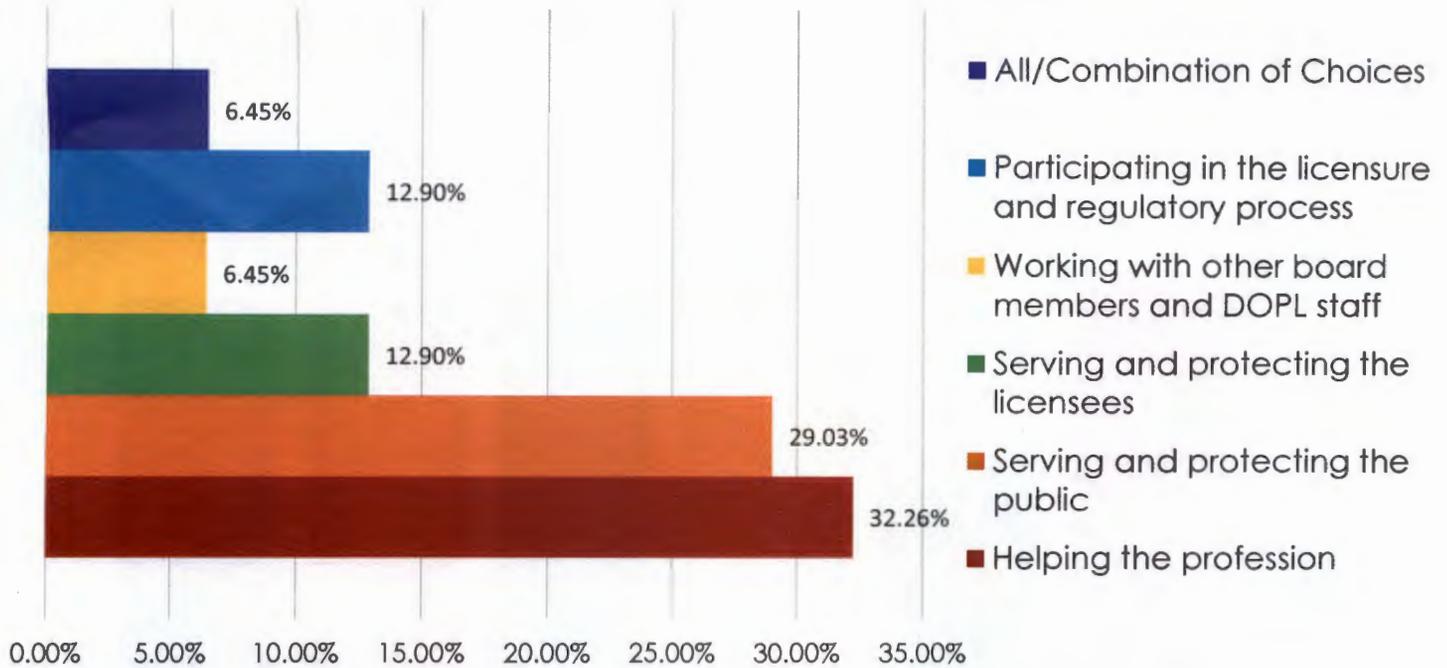
31

Total Responses

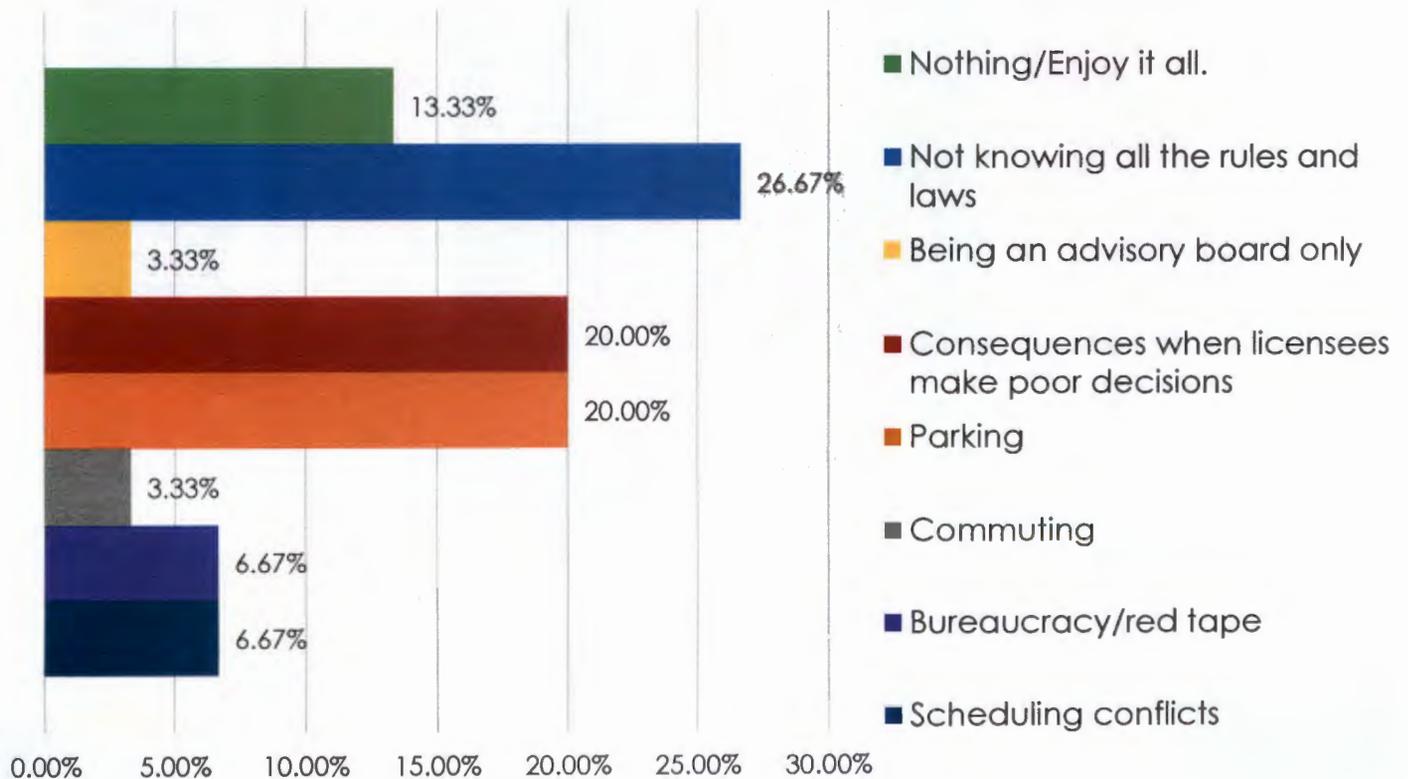
Bureau 6 Professions *(Current Licensees)*:

- Athlete Agents (56)
- Burglar Alarm (11,262)
- Court Reporter (129)
- CS Precursor (9)
- Deception Detection (22)
- Hunting Guides/Outfitters (466)
- Private Probation Provider (106)
- Radiology (3,071)
- Respiratory Care (1,539)
- Security Companies & Guards (6,028)
- Speech/Audiology (1,155)
- Veterinarian (807)

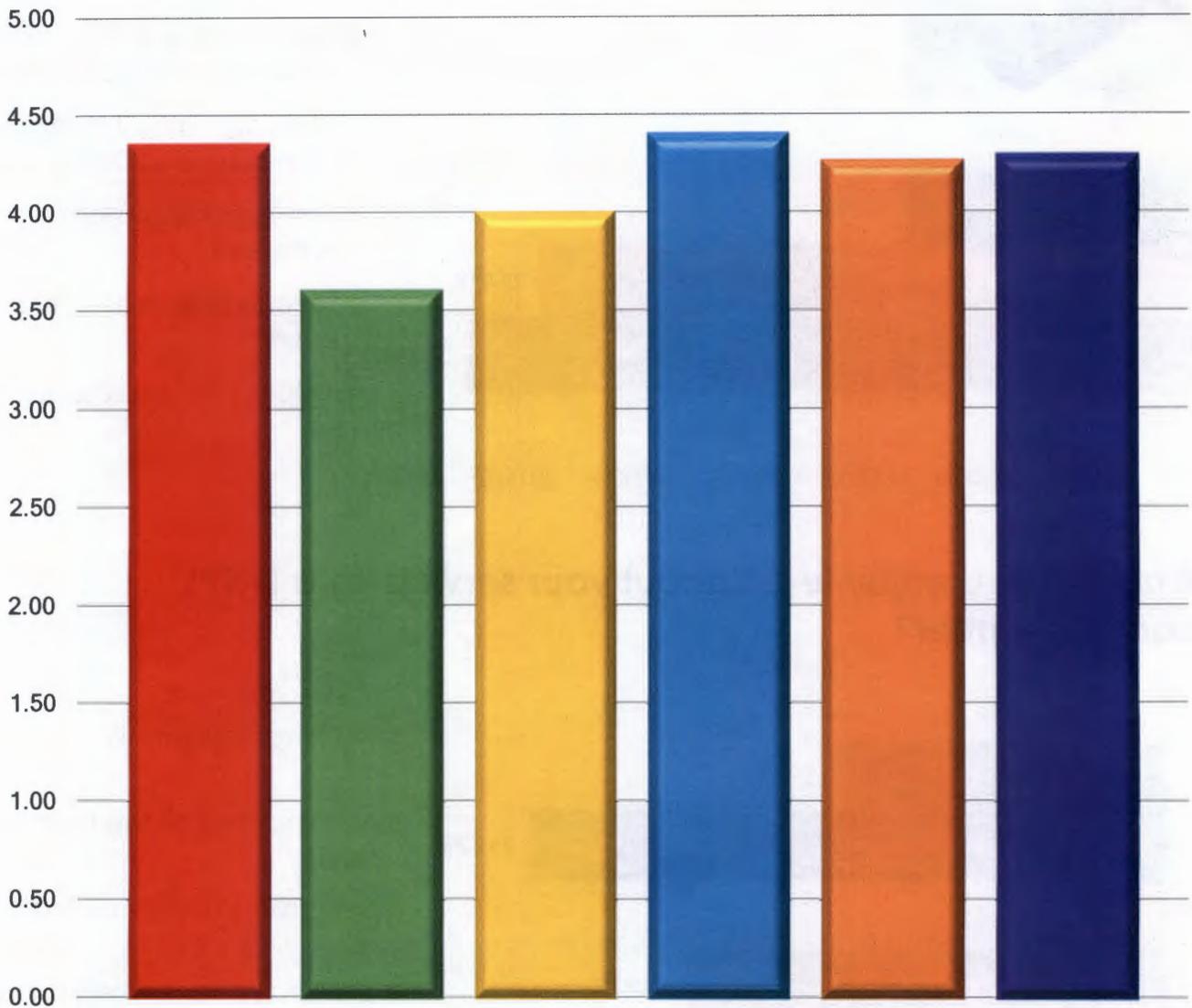
What do you enjoy most about your service as a DOPL board member?



What do you enjoy least about your service as a DOPL board member?

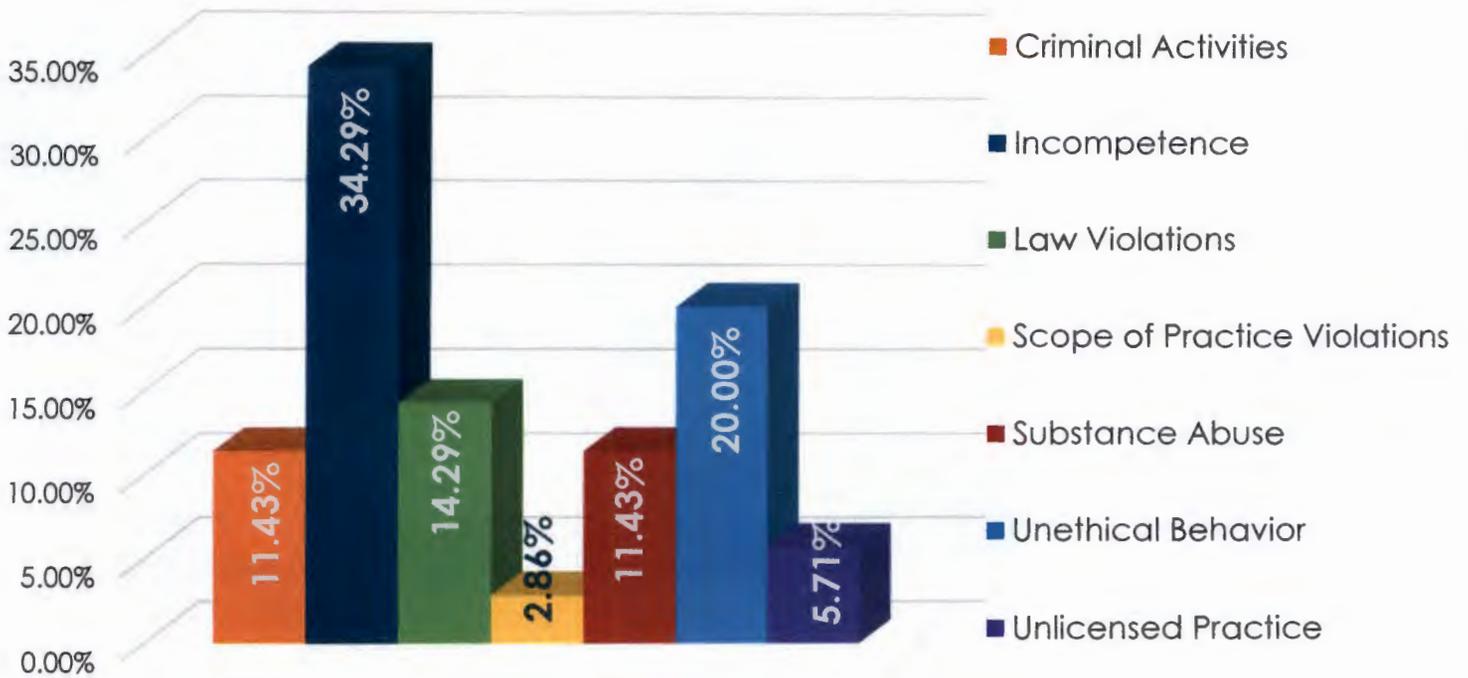


Please rate the importance of the following board duties.
(1 being least important, 5 being most important)

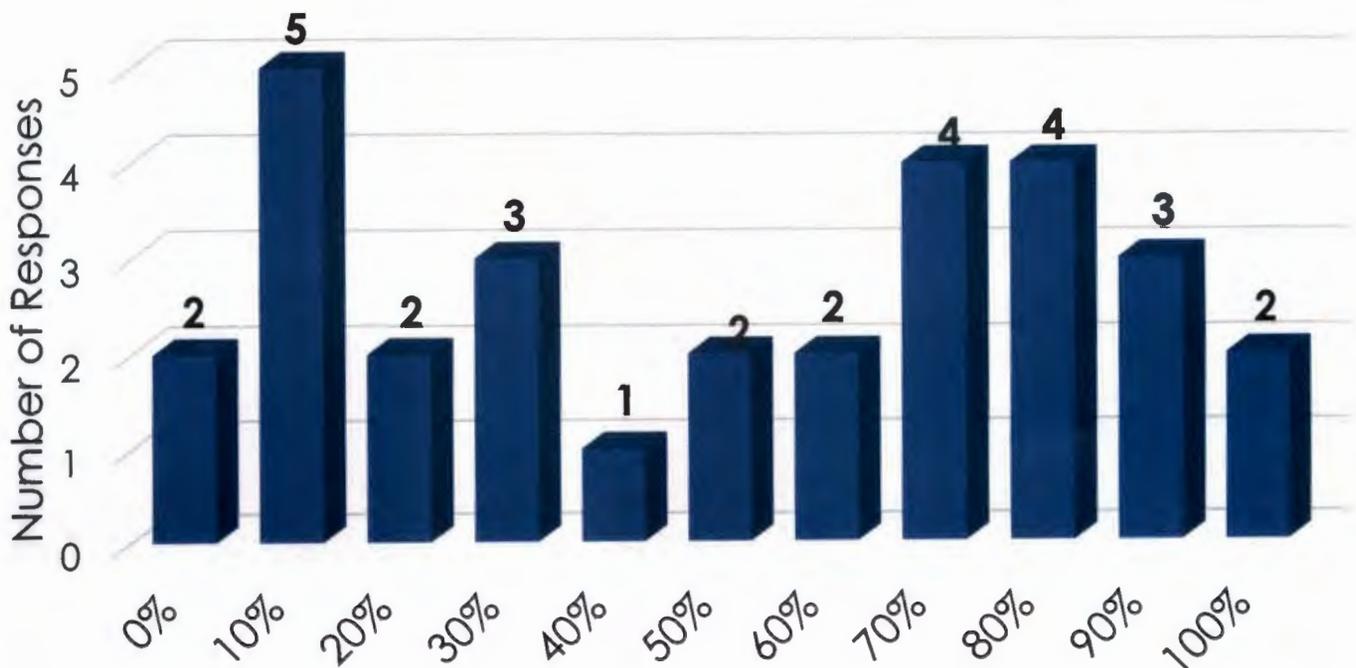


- Rulemaking
- Policy and budgetary matters
- Establishing a passing score for applicant examinations
- Screening applicants for licensure, renewal, or reinstatement
- Establishing training supervision standards
- Presiding over disciplinary hearings

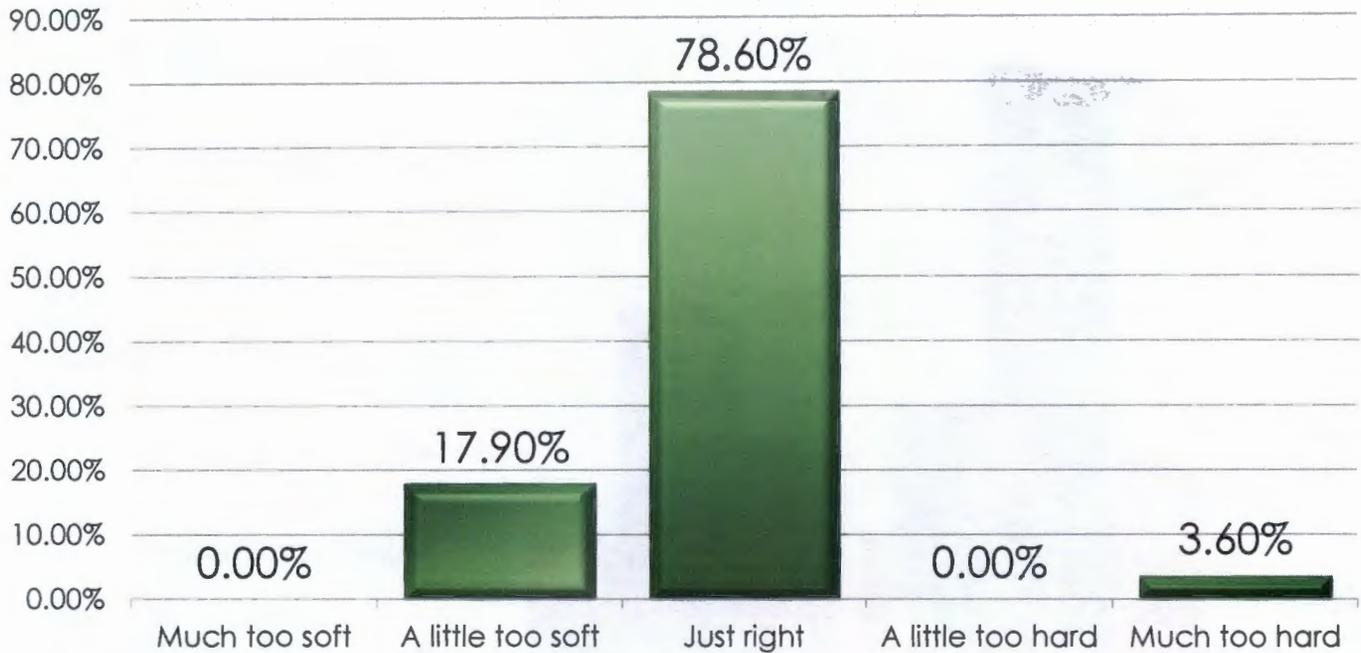
What behaviors by individuals in your profession are most harmful to the public?



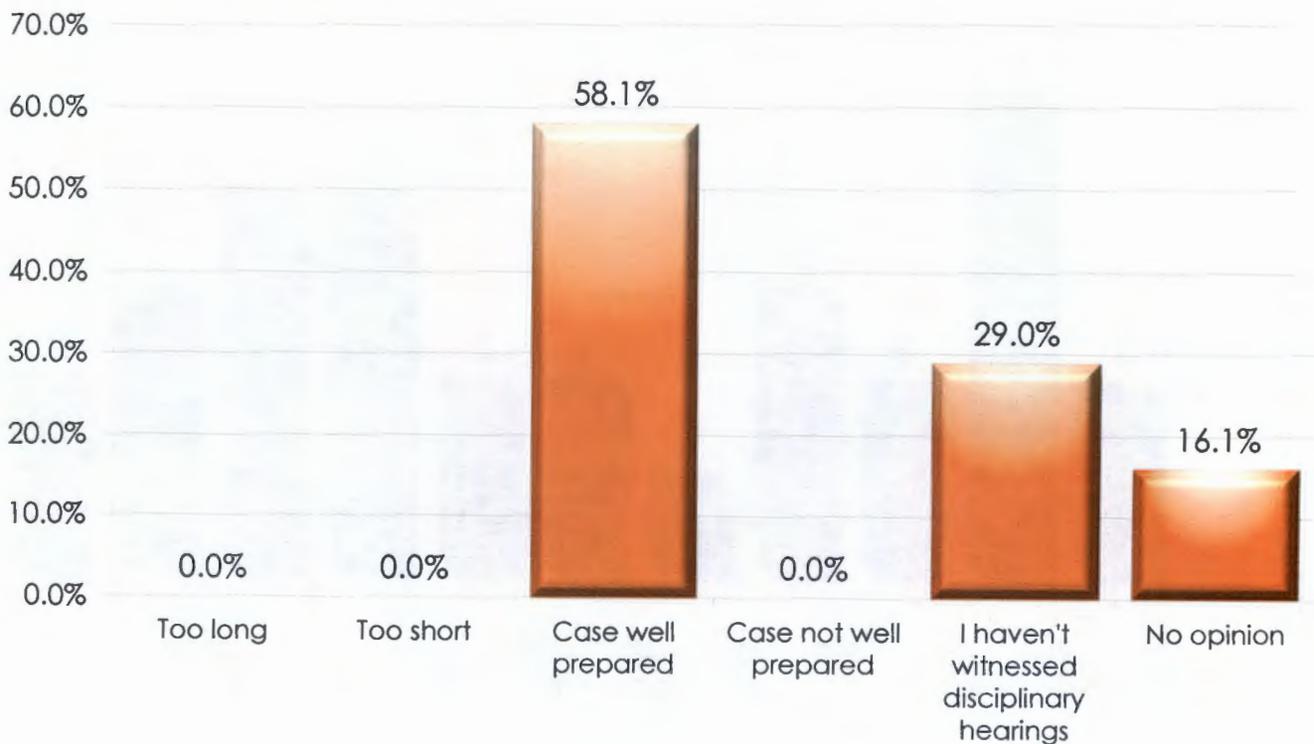
What percentage of your board's time is focused on the behaviors that are most harmful to the public?



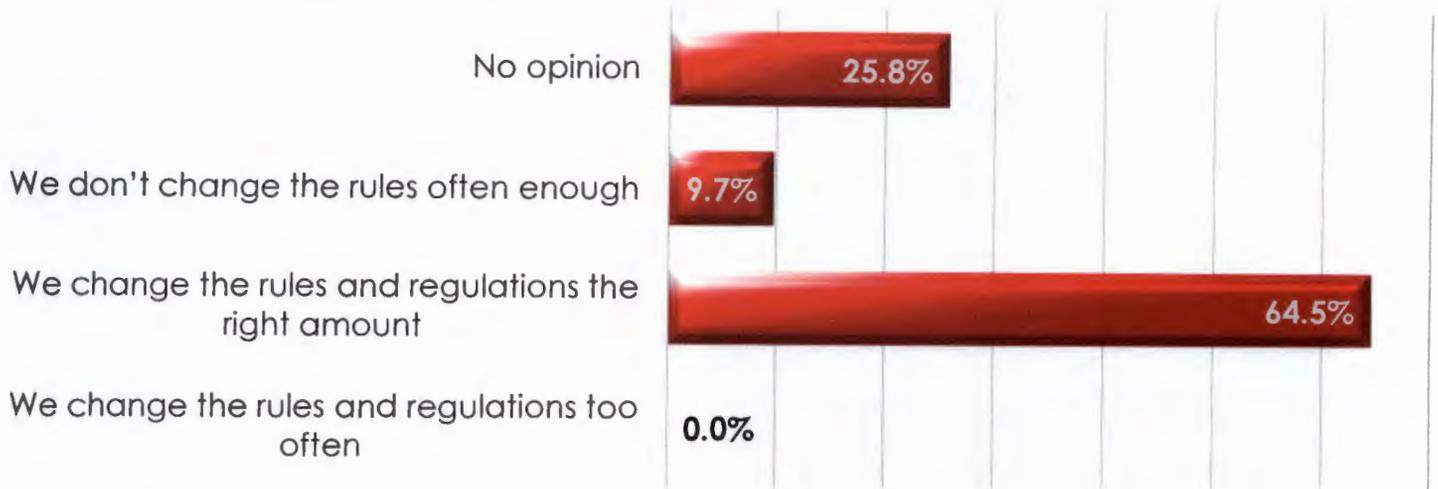
What is your opinion of Board/DOPL discipline for law violators?



What is your opinion of the board disciplinary hearings you have witnessed?



What is your opinion of the frequency of changes to rules and regulations?



Please rate the following statements

(1 being "Never", 5 being "Always")

Rating
Average

DOPL staff help board members to understand their duties

4.47

DOPL staff come prepared for discussion items

4.59

DOPL staff are prepared for probationary interviews

4.63

DOPL staff allow the board chair to run the meeting

4.77

DOPL staff allow the board chair to approve and decide on agenda items

4.80

DOPL staff provide an update on enforcement actions for the board's review

4.13

DOPL staff consult with board members on industry issues that concern the board and work with the board to address the issues, if possible

4.20

DOPL staff and attorneys prepare well for hearings and present their cases well

4.53

DOPL staff become too involved in the board's discussions

1.97

DOPL staff inform board members in a timely manner of any date or time changes to scheduled meetings

4.60

DOPL staff conduct themselves in a professional manner during board meetings

4.83

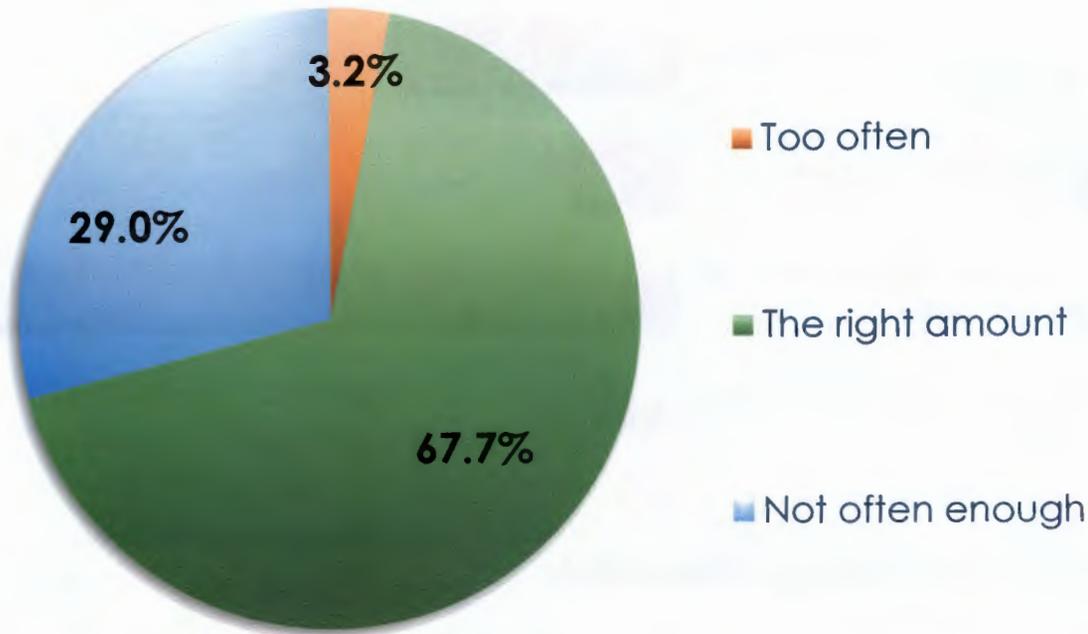
Board meetings are a good use of time and effort

4.43

DOPL supports the actions and recommendations of the board

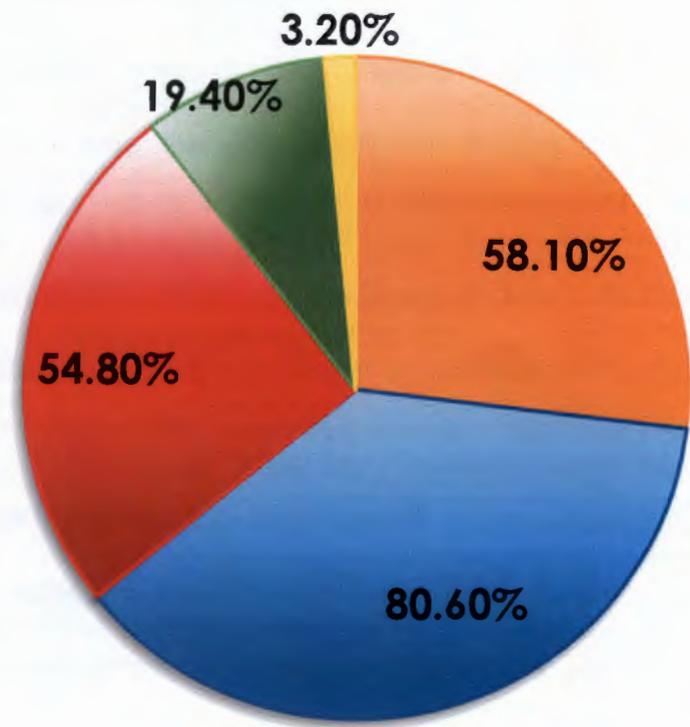
4.47

Complete the following sentence: "In my opinion, my board meets..."



If DOPL were to train your board, which subjects would increase your board's effectiveness?

- Orientation for new board Members
- Rules, statues and regulations that are pertinent to your board
- Basic do's and don'ts of being a board member
- In-depth training on a specific profession
- Training is not necessary for my board



Division-Wide Free Response Summary

The free responses from the 2015 DOPL Board Survey revealed five main themes: (1) board training, (2) information provided to boards prior to meetings, (3) meeting scheduling, (4) parking, and (5) increasing board involvement.

- **Board training:**

The comments indicated that new board members and seasoned board members need training. Popular training topics included statutes, rules, purpose of boards and DOPL, board responsibilities and authority, and hearings. It was suggested that trainings could occur in training meetings, at the beginning of each board meeting, or using online training modules.

- **Information provided prior to meetings:**

The survey results revealed that many board members feel unprepared for board meetings. Board members would like to know what will be discussed and receive relevant readings prior to board meetings. Suggestions for information that should be shared prior to board meetings included relevant statutes and rules, third-party research, potential statute or rule changes, and a summary of disciplinary actions, complaints, or investigations since the past meeting.

- **Meeting schedule:**

Many survey respondents indicated that we are not providing sufficient notice of meeting dates. It was also suggested that we are not offering enough flexibility to board members in choosing meeting dates and times. One suggested way to improve scheduling conflicts is to regularly provide the option of teleconferencing.

- **Parking**

There appears to be confusion about where board members should park and whether board members are being reimbursed for parking costs. Board members would like to use the north parking lot because of its convenient location. They also do not want to pay for parking.

- **Increasing board involvement**

Many board members feel their role is limited due to insufficient information, such as a lack of information about disciplinary actions or hearings. Some board members suggested that DOPL decision makers are underutilizing the board's expertise.