

MINUTES
UTAH ALARM SYSTEM SECURITY
LICENSING BOARD
November 02, 2023
Hybrid Meeting with anchor location in Room 474

CONVENED: 9:00 a.m.

ADJOURNED: 10:49 a.m.

Bureau Manager:
Board Secretary:

Tracy Taylor
Katie Corak

Board Members Present:

Fred Johnson, Chairperson
Paul Duff Astin
Scott RC Kemp
K. Adam Christian
Myron Bateman

Guests:

Roy Pollack
Jordon Scott
Misty Dawn Pence
Carson John Volk
Chad Mikesell
Bryant Ethredge

TOPICS FOR DISCUSSION

DECISIONS AND RECOMMENDATIONS

ADMINISTRATIVE BUSINESS:

Elect/Re-elect Board Chairperson:

Mr. Bateman made a motion to re-elect Mr. Johnson as chairperson. Mr. Kemp seconded the motion. The motion passed unanimously.

Approval of Minutes:

Mr. Johnson made a motion to approve the September 07, 2023 minutes. Mr. Astin seconded the motion. The motion passed unanimously.

Compliance Update:

Ms. Taylor provided a compliance report to the Board. Item noted with no action taken.

DISCUSSION&ACTIONS ITEMS:

Professional Alarm Contractor
Training Course:

Mr. Roy Pollack met with the Board to present his Professional Alarm Contractor Training course for review and approval by the Board. Mr. Pollack previously had a training program approved by this board for in house training at Comcast as an alternative to the ESA Level One Certification course for alarm installers. Mr. Pollack has

since left Comcast and has branched out to do training in this field for multiple companies. Because this course was previously approved and has now been modified for a larger audience, the Board needs to review the program and approve it. Mr. Johnson requested additional time to review the program with members of the Utah Alarm Association who are more knowledgeable on alarm installation. Other board members agreed and also requested a better copy of the program since they were only provided a pdf copy of several hundred tiles of PowerPoint slides. Mr. Pollack indicated the file is too large to email at its normal size so he had to shrink it down for email. Mr. Pollack then gave a brief history of the course, its evolution to its current form, and how it differs from the ESA Level One Course. Mr. Johnson made a motion to have two qualifying agents in the State of Utah review the course and report back to the Board. Mr. Astin seconded the motion. The motion passed unanimously. Mr. Pollack agreed to provide the course materials to the reviewers.

APPOINTMENTS:

Jordon Scott Security
QA Experience Review:

Mr. Jordon Scott of Jordon Scott Security met with the Board. Mr. Scott has submitted an application for a Burglar Alarm Company license. Ms. Corak gave a brief overview of Mr. Scott's application, the Board reviewed the documentation provided by Mr. Scott related to his experience and employment history, and Mr. Scott answered questions from the Board. Mr. Johnson made a motion to approve Jordon Scott as qualifying agent for Jordon Scott Security. Mr. Christian seconded the motion. The motion passed unanimously.

Victoria May Stewart:
History Review:

Ms. Stewart did not attend her appointment with the Board. Mr. Johnson made a motion to deny Ms. Stewart's application for licensure. Mr. Kemp seconded the motion. The motion passed unanimously.

Jason Cory Burke-Kavros:
History Review:

Mr. Burke-Kavros did not attend his appointment with the Board. Mr. Johnson made a motion to deny Mr. Burke-Kavros's application for licensure. Mr. Kemp seconded the motion. The motion passed unanimously.

Misty Dawn Pence
History Review:

Ms. Pence attended her appointment with the Board. Ms. Corak reviewed Ms. Pence's history and application with the Board, and Ms. Pence answered questions from the Board. Mr. Christian made a motion to approve Ms. Pence's application for licensure and to have the Division monitor Ms. Pence's plea in abeyance agreement and report back to the Board upon its completion in September 2024. Mr. Bateman seconded the motion. The motion unanimously.

Carson John Volk:
History Review:

Mr. Volk attended his appointment with the Board. Ms. Corak reviewed Mr. Volk's history and application with the Board, and Mr. Volk answered questions from the Board. Mr. Christian made a motion to approve Mr. Volk's application for licensure. Mr. Astin seconded the motion. The motion unanimously.

Cody Wade Helms
History Review:

Mr. Helms did not attend his appointment with the Board. Mr. Johnson made a motion to deny Mr. Helms's application for licensure. Mr. Kemp seconded the motion. The motion passed unanimously.

Chad Mikesell:
History Review:

Mr. Mikesell attended his appointment with the Board. Ms. Corak reviewed Mr. Mikesell's history with the Board and Mr. Mikesell answered questions from the Board. Mr. Johnson and Mr. Christian stated they would like to see Mr. Mikesell successfully complete probation prior to granting him a license. Mr. Johnson made a motion to deny Mr. Mikesell's application for licensure as a Burglar Alarm Company Agent. Mr. Christian seconded the motion. The motion passed unanimously.

Kyler Norman Anderson
History Review:

Mr. Anderson did not attend his appointment with the Board. Mr. Johnson made a motion to deny Mr. Anderson's application for licensure. Mr. Kemp seconded the motion. The motion passed unanimously.

Bryant Ethredge
Renewal Review:

Mr. Ethredge attended his appointment with the Board. Ms. Corak reviewed Mr. Ethredge's renewal with the Board. Mr. Johnson made a motion to deny Mr. Ethredge's Burglar Alarm Agent license renewal. Mr. Bateman seconded the motion. The motion unanimously. Mr. Ethredge asked for guidance on when he could reapply for a license. Ms.

Taylor advised him to wait until the case is adjudicated and any court probation requirements are completed.

Camille Tanner
History Review:

Ms. Tanner did not attend her appointment with the Board. Mr. Johnson made a motion to deny Ms. Tanner's application for licensure. Mr. Kemp seconded the motion. The motion passed unanimously.

Hiring Practices:

After the appointments, the Board took some time to discuss the statements made by one applicant about working for an alarm company for one year prior to applying for licensure, and the larger issue of companies not licensing their alarm agents upon hiring them. On the other hand, there is also a larger issue of Burglar Alarm Company Agents being unaware they hold a license because the company applies for the license for them. The Board generally agreed this is a big issue in the industry and it needs to be addressed. Ms. Taylor explained that DOPL is upgrading their online application software, and the plan is to eventually eliminate paper applications all together as all regulated professions move to this new online application. The Burglar Alarm Agent application was one of the first to go live on the new online application portal earlier this year. Because of this, Ms. Taylor has the authority to cease the acceptance of paper applications at any time. Ms. Taylor asked the Board how they would feel about eliminating paper applications for Burglar Alarm Company Agent license in the very near future. This would eliminate alarm companies submitting paper applications on behalf of employees because the application would be 100% online and the employee would need to create their own unique username and password for the portal and submit their own application. Mr. Johnson stated he was in favor of eliminating paper applications, but he would like all alarm companies to be notified of this change before it takes effect. This would also mean the applicant would pay the application fee and the alarm company could reimburse their employees at their own discretion. The general agreement amongst the board members was to stop accepting paper applications for Burglar Alarm Company Agents in 30 days. Ms. Taylor asked the board members who are affiliated with the Utah Alarm Association to address this issue with the other members. Mr. Christian stated he would bring this to the association at the next association meeting. The Board then addressed the specific

issue of the company employing an unlicensed employee for over a year. Ms. Taylor stated the normal recourse would be to issue the company a citation for unlawful conduct. The Board expressed support for issuing a citation. Ms. Taylor will send a citation referral to the DOPL Bureau of Investigations and a citation will be issued to the alarm company for unlawful conduct.

ADJOURN:

Adjourned at 10:49 a.m.

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.

Date: 01/04/2024

X Fred Johnson
Fred Johnson (Jan 4, 2024 10:19 MST)
Alarm System Security Licensing Board Chairperson

Date: 01/04/2024

X Judy Jafa
Bureau Manager, Division of
Professional Licensing