

**Vermont Secretary of State  
Office of Professional Regulation  
89 Main Street, 3rd Floor  
Montpelier, VT**

**BOARD OF PRIVATE INVESTIGATIVE & SECURITY SERVICES**

**AGENDA  
November 18<sup>th</sup> 2016**

- 1. Call to Order**
- 2. Approval of the Minutes** - of the September 16th, 2016 meeting.
- 3. Case Manager Report/Concluded Investigations -**  
  
Case Managers Report.  
  
Ms. Preston and Attorney Hibbert to discuss investigative team procedures.
- 4. Hearings/Reports/Stipulations**
- 5. Reports/Guests/Legislative Updates**  
  
Director Colin Benjamin to discuss board budget.  
  
Guest Danny Decoteau to discuss licensing procedure.
- 6. Applications/Programs/Requests to review -**
  - a. Review the PI & Security services agency-Sole Proprietor application for Vermont Private Investigations (VTPI) with Shawn Waldron as Qualifying Agent
  - b. Review the Qualifying Agent application for Jeffrey Perry.
  - c. Review the Private Investigative Agency application for Hettrick, Cyr & Associates, INC with Brian Cyr as the Qualifying Agent.
  - d. Review the Qualifying Agent application for Keith Engle and Agency Application for Church, Engle & Associates.
  - e. Review the request for a waiver of the 40 hours of training course from Samuel Selman.
  - f. Review the request for a waiver of the 40 hours of training course from Robert Heaney.
  - g. Review the PI & Security services agency-Sole Proprietor application for Gary Boutin

7. Follow Ups
8. Correspondence
9. Other Business
10. Adjourn

**Scheduled Meetings for 2017**

January 20<sup>th</sup>  
March 17<sup>th</sup>  
May 19<sup>th</sup>  
July 21<sup>st</sup>  
September 15<sup>th</sup>  
November 17<sup>th</sup>