

Office of Professional Regulation  
**BOARD OF PRIVATE INVESTIGATIVE & SECURITY SERVICES**

**UNAPPROVED MINUTES  
MEETING OF OCTOBER 20, 2006**

1. The meeting was called to order at 9:02 a.m.

Members present: Daniel A. Coane, Chairman; Leo P. Blais, Secretary; Elizabeth Gilligan; and Emma J. Pudvah, Ad Hoc Member. Absent: Robert E. Edwards, Vice-Chair.

OPR Staff present: Kevin F. Leahy, Board Counsel and Carla Preston, Unit Administrator.

Others present: Brian Lanfair, Garrett L. Chapman, and W. Roy Adams.

2. The Chair called for approval of the Minutes of the September 22<sup>nd</sup> meeting. Mr. Blais made a motion, seconded by Ms. Pudvah, to approve the Minutes of the September 22, 2006 meeting as presented. Motion passed unanimously.

3. **Hearings/Stipulations**

4. **Complaints/Follow-up cases:**

Docket No. PD12-1203. A report from MVM Inc. to be in compliance with its December 17, 2004 Stipulation was not received by the date of the meeting. The Board voted to delegate Chairman Coane to review the report upon its arrival. If the Report is not received within ten days, MVM Inc. will be contacted and must provide a written explanation.

5. **Legislation/Rulemaking**

Kevin Leahy, Board Counsel, attended the meeting to discuss proposed legislation for the upcoming legislative session. He asked the Board about provisions covering "moral turpitude" noting that it pertains to felonies or misdemeanors, which is covered in Title 3. He recommended changing the language to refer to Title 3 to be consistent. The Board concurred.

Attorney Leahy said that it would be best to amend the title of Section 3179 from Penalties to Prohibitions. He explained that sections (a) and (b) would be reworded to show that those actions are prohibited versus being stated as a penalty in the event they took place. He said the language in Title 3 is similar and has been updated, thus this section should refer back to Title 3.

Attorney Leahy also reported on his discussion with Director Winters about performing spot checks or inspections to verify that agencies and their employees (registrants) are in compliance with the laws and rules. He said that Director Winters agreed that it was a good idea and asked the Board to create a procedural checklist to identify areas that should be reviewed during an inspection.

The Board agreed that a certain percentage of the agencies should be randomly selected for an inspection each year. The Board indicated that the checklist would include, but not be limited to, an evaluation of training records, verification that persons performing duties constituting the practice of the profession are duly registered/licensed, verification of proper firearms certification, and so on. The agencies would be notified that random inspections would be conducted and would include the Board's checklist that the inspector would be using while performing the inspection.

**6. Applications Reviewed/Discussed**

- a. **Craig A. Gay** –The Board reviewed Mr. Gay’s application for registration as an Unarmed Security Guard with Guardsmark, LLC. Mr. Blais recused himself because he was aware of the incident reported by the applicant. Based on the information provided, Ms. Pudvah made a motion, seconded by Ms. Gilligan, to approve Mr. Gay for registration. The question was called and the motion passed.
- b. **Arthur G. LaFountain** –The Board reviewed Mr. LaFountain’s application for registration as an Unarmed Security Guard with Security One. Mr. Blais made a motion, seconded by Ms. Gilligan, to preliminarily deny Mr. LaFountain’s application for *failing to provide information requested by the Board and providing incomplete, false or misleading information on an application*. Motion passed unanimously.
- c. **Ryan W. Grimason** –The Board reviewed Mr. Grimason’s application for registration as an Unarmed Security Guard with Green Mountain Concert Services Inc. Mr. Blais made a motion, seconded by Ms. Pudvah, to preliminarily deny Mr. Grimason’s application for *failing to provide information requested by the Board and providing incomplete, false or misleading information on an application*. Motion passed unanimously.
- d. **Garrett L. Chapman** –The Board reviewed Mr. Chapman’s application for registration as an Unarmed Security Guard with U.S. Security Associates. Mr. Chapman was present for this discussion and indicated that he had mailed the documents requested by the Board. The documents had not been received.

W. Roy Adams, District Manager with U.S. Security Associates, was also present and provided copies of the documents requested in support of Mr. Chapman’s application.

Pursuant to Mr. Chapman’s request, the Board voted to go into executive session at 9:29 and out at 9:50 to discuss his application. Based on the documents provided and testimony heard, Mr. Blais made a motion, seconded by Ms. Gilligan, to approve Mr. Chapman for registration. The Board advised the applicant that should he reapply in the future, he must correctly answer “yes” to question number one on the application, which asks, AHave you ever been arrested, taken into custody, held for questioning, cited into court or charged by any law enforcement authority? Motion passed unanimously.

- e. **Tabetha R. Benoit** –The Board reviewed Ms. Benoit’s application for registration as an Unarmed Security Guard with C.A.H. Services Airport Parking, Inc. Mr. Blais made a motion, seconded by Ms. Gilligan, to preliminarily deny Ms. Benoit’s application for *failing to provide information requested by the Board and providing incomplete, false or misleading information on an application*. Motion passed unanimously.
- e. **Sheila D. Edwards** – It was noted that the Board’s letter to Ms. Edwards allowed her until the next meeting to provide additional documentation. The Board voted to table Ms. Edwards’ application for registration as an unarmed security guard with C.A.H. Services Airport Parking, Inc. to the November 17<sup>th</sup> meeting.
- f. **John V. Groff** – It was noted that the Board’s letter to Mr. Groff allowed him until the next meeting to provide additional documentation. The Board voted to table Mr. Groff’s application for registration as an unarmed security guard with C.A.H. Services Airport Parking, Inc. to the November 17<sup>th</sup> meeting.

- g. **Bennington Protective Services** submitted an application for a combination private investigative and security services agency with Brian L. Lanfair as the Qualifying Agent (Armed). This matter was tabled from the September 22<sup>nd</sup> meeting. Mr. Lanfair was present for this discussion. He indicated that he had worked in security for the Southern Vermont College (SVC), for the United Counseling Service (UCS), and for the Southern Vermont Medical Center (SVMC). He said he no longer works at SVMC and that during his two years there, he had multiple supervisors.

Mr. Lanfair said he completed a correspondence course with the Global School of Investigation. He indicated that he performed some investigative services at his places of employment. He said he has no intention of having registrants/employees.

Based on his application, most of Mr. Lanfair's experience pertained to security. The Board asked Mr. Lanfair for verification of his experience from his employers and/or supervisors with regard to his work in security and investigations, not co-workers. The verifications must be on the forms provided or on his employer's letterhead and must detail the type of work performed, the responsibilities of the applicant, length of time he or she supervised the applicant, and so on. The person verifying the experience must indicate how he or she knows the applicant, and must have supervised the applicant's work. The supervisor's title and position must also be included in the experience verification.

The Board asked Mr. Lanfair to provide a syllabus of the Global School of Investigation's program he completed including the length of the program, topics covered, grades received, etc. Mr. Lanfair was advised to submit the additional information discussed and to attend the next meeting.

Mr. Blais made a motion, seconded by Ms. Gilligan, to table the matter concerning Bennington Protective Services to the November 17<sup>th</sup> meeting. Motion passed unanimously.

- h. **Personal Security Institute** – This is a Florida based organization requesting Board-approval of its 40-hour Basic Training Course. Based on the additional information provided, Mr. Blais made a motion, seconded by Ms. Gilligan, to approve this training program and its instructors. Motion passed unanimously.

**7. Follow Ups**

**8. Correspondence**

- a. The Board reviewed and discussed the E-Mail from Eddie Borkowski asking if his experience as an independent insurance claims adjuster would satisfy the experience requirement to become licensed. The Board indicated that its initial response would be no. However, it would be willing to reconsider the request upon receipt of a completed application that included detailed experience information with regard to work performed, duties, responsibilities, and the appropriate verifications from employers or supervisors.

**9. Other Business**

**10. Public Comments**

**11.** There being no further business, the meeting was adjourned at 11:05 a.m.

**12.** The next meeting is scheduled for November 17, 2006.

Respectfully submitted,

Carla Preston  
Unit Administrator  
Office of Professional Regulation