

**Vermont Secretary of State
Office of Professional Regulation
BOARD OF PRIVATE INVESTIGATIVE & SECURITY SERVICES
Unapproved Minutes
July 17, 2015**

Board Members Present: Anita Bobee, Vice-Chair; Robert Wernecke, Secretary; Richard Murphy; and Franklin Davis. Absent: James Eckhardt, Chair.

Staff Present: Gabriel Gilman, General Counsel; Carla Preston, Case Manager; and Kara Shangraw, Licensing Board Specialist.

1. The meeting was called to order at 9:15 a.m. by the Board Vice-Chair, Anita Bobee.
2. The Board reviewed the Minutes of the March 15th meeting. Mr. Davis made a motion, seconded by Mr. Murphy, to approve the minutes of the May 15, 2015 meeting as submitted. Motion passed unanimously.

3. Case Manager Report/Concluded Investigations -

Ms. Preston gave her Case Manager's Report, there are currently 13 pending cases.

Attorney Gilman discussed with the Board that independent field investigations by members, spot-checks, and compliance inspections present insuperable safety, liability, and propriety concerns. OPR policy is that field investigations are not within the scope of Board member duties and should never be undertaken by Board members.

Attorney Gilman explained that, following discussions between General Counsel, the Chief Prosecutor, the Chief Investigator, and the Director, it was concluded that OPR is obligated to withdraw investigative and prosecutorial support for any case initiated by member involvement in the field. Consequently, 7 of the 13 pending cases reported by the Case Manager, representing three distinct events, are screened out as tainted and closed. These cases will not appear in the Board's next Case Manager's Report, so only 6 cases are genuinely pending.

The OPR Enforcement Unit employs certified law enforcement officers who are committed to investigating complaints of unprofessional and unauthorized practice, and members aware of such practice can expect prompt enforcement support. Additionally, General Counsel and members discussed means of building bridges and sharing information with local law enforcement and municipal officials, who often are the first to detect unauthorized practice. General Counsel will prepare draft outreach documents suitable for this purpose.

4. **Hearings/Reports/Stipulations**
5. **Reports/Guests/Legislative Updates**
6. **Applications/Programs/Requests to review -**

The Board reviewed the Qualifying Agent application for Cindy L. Vorce. Based on the information submitted Mr. Murphy made a motion, seconded by Mr. Davis to approve the Qualifying Agent application for Ms. Vorce. Motion passed unanimously.

6. Applications/Programs/Requests to review – Continued:

The Board reviewed the request for approval of the 40 hour training course from Frasco, Inc. Based on the information submitted Mr. Davis made a motion, seconded by Mr. Murphy to approve the 40 hour training program for Frasco Inc. pending receipt of what the courses passing criteria has been received. Motion passed unanimously.

The Board formally approved Kent Maxfield's Firearms Training Instructor application.

7. Follow Ups

8. Correspondence

9. Other Business

10. There being no further business, the meeting adjourned at 10:55 a.m.

Respectfully submitted,

Kara Shangraw
Licensing Board Specialist