

**Vermont Secretary of State  
Office of Professional Regulation  
BOARD OF PRIVATE INVESTIGATIVE & SECURITY SERVICES  
Via Telephone Conference  
Unapproved Minutes  
May 20, 2016**

Board Members that participated via telephone: James Eckhardt, Chair; Anita Bobee, ViceChair; and Robert Wernecke, Secretary. Absent: Richard Murphy and Franklin Davis.

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

1. The meeting was called to order at 9:04 a.m. by the Board Chair, James Eckhardt.
2. The Board reviewed the Minutes of the March 18<sup>th</sup> meeting. Mr. Wernecke made a motion, seconded by Ms. Bobee, to approve the minutes of the March 18, 2016 meeting as submitted. Motion passed unanimously.

**3. Case Manager Report/Concluded Investigations -**

Ms. Preston gave her Case Managers Report, there are currently 12 pending cases.

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

The Board reviewed the Qualifying Agent application for Mark Schwartz. Based on the information submitted, Mr. Wernecke made a motion, seconded by Ms. Bobee to approve Mr. Schwartz's application, pending a favorable FBI background check. Motion passed unanimously.

The Board reviewed the Qualifying Agent application for John Rzasa. Based on the information submitted, Mr. Eckhardt made a motion, seconded by Ms. Bobee to approve Mr. Rzasa's application. Motion passed unanimously.

The Board reviewed the April 19, 2016 request from Alfred Williams for a waiver of the 40 hours of training and to become a training instructor with Securitas Critical Infrastructure Services Inc. Based on the information submitted, the Board found his information incomplete. Mr. Williams will be notified of what is needed.

7. **Follow Ups**
8. **Correspondence**
9. **Other Business**

10. There being no further business, the meeting adjourned at 9:42 a.m.  
Respectfully submitted,

Kara Shangraw  
Licensing Board Specialist