

**Vermont Secretary of State
Office of Professional Regulation**

**BOARD OF PRIVATE INVESTIGATIVE & SECURITY SERVICES
MINUTES
FEBRUARY 16TH, 2007**

- 01.** The meeting was called to order at 9:02 a.m.

Members Present: Daniel A. Coane, Chairman; Robert E. Edwards, Vice Chair;
Leo P. Blais, Secretary and Emma Pudvah, Ad Hoc member.

Members Absent: Liz Gilligan

OPR Staff Present: Christopher Winters, OPR Director; Carla Preston, Unit
Administrator and Patty Skinner, Administrative Assistant

Others Present: William Burgess, President of VIASS

- 02.** The chair called for approval of the Minutes of the January 19, 2007 meeting.
Mr. Blais made a motion, seconded by Ms. Pudvah, to accept the minutes as
read. Motion passed unanimously.

03. Hearings/Reports/Stipulations

04. Complaints/Follow-ups

05. Legislative Review N/A

06. Applications to review – N/A

07. Follow Ups Applications –

The Board will continue working on a criteria for spot check investigations by the
investigative unit.

08. Correspondence

09. Budget Review

10. Other Business

- a. Mr. William Burgess (VAISS President) was present to discuss their
recommendations to the Private Investigative and Security Guard
licenses. Some of the changes that his organization would like to see are
the following: photos on the licenses; the purpose of the license to be in
bold or of a contrasting color; an embossed State Seal and issuing
signature of the Secretary of State. Mr. Burgess stated that the Dept. of
Corrections and law enforcement officers have questioned their licenses
due to the fact that they do not have a picture on them.

10. Other Business (cont.)

Mr. Winters was present and explained to Mr. Burgess that the office was in the process of developing a different way to print the licenses, which might be able to incorporate some of the changes that VAISS would like to see, but that the office did not have the capability at this time to do so.

- b. An issue was brought up regarding fingerprint cards and the retention of them. A conference call was done with Krista Billing from Public Safety, who informed the Board that all fingerprint cards should be shredded immediately after the VCIC check is performed. Ms. Billings stated that Public Safety and the FBI shred the fingerprint cards once they have been processed, and that they were not authorized to retain them. Ms. Billings stated that because there is not a statute authorizing the Office of Professional Regulation to retain the fingerprint cards, that retaining them with the applications at Public Records could create a problem.

The question was brought up as to why a registrant for an unarmed position had to submit a fingerprint card in the first place. None of the Board members could explain why it was required. The possibility of doing an FBI check on all registrants was raised due to the fact that many of the registrants are from New Hampshire and New York, and the laws and rules give us the authority to perform that type of background check.

The Board would need to charge additional application fees to cover those background checks.

The Board will decide whether to change its practice to require fingerprint cards. The Board's decision will be explained in the newsletter, and any new procedures would be effective as of June 01, 2007.

11. Public Comments

12. Adjourn

NEXT MEETING DATE FOR 2007: March 16, 2007