



Bureau of Security and Investigative Services
Advisory Committee Meeting Minutes
For **August 17, 2023 Meeting**
WebEx Teleconference Meeting

Industry Members Present

Frank Huntington III (Private Investigator Industry)
Mark Miller (Private Patrol Operator Industry)
Glenn Younger (Locksmith Industry)
Chris Sayers (Proprietary Security Industry)
Leon Scroggins (Repossession Industry)
Darren Morgan (Public Member)

Bureau Staff Present

Lynne Jensen – Chief
Gloriela Garcia – Deputy Chief, Licensing and Policy
Samuel Stodolski – Assistant Bureau Chief

DCA Staff Present

Judie Bucciarelli – DCA Board and Bureau Relations

Minutes Taken By

Steven Mao – BSIS Policy Analyst

1. Call to Order / Roll Call

The meeting was called to order at 10:03 am by Chief Lynne Jensen. BSIS Policy Manager (PM), Kerry Ortman, called roll. Quorum was established with 6 committee members present.

2. Review and Approval of Advisory Committee Meeting Minutes from November 10, 22 and April 20, 2023

At 10:04 am, the committee members motioned and passed the meeting minutes from November 10, 2022, and April 20, 2023 Advisory Committee Meeting.

3. Department of Consumer Affairs Executive Update

At 10:06 am, Chief Lynne Jensen, directed department updates to Judie Bucciarelli from DCA's Board and Bureau Relations office.

Judie Bucciarelli provided Department of Consumer Affairs Diversity, Equity, and Inclusion updates. On May 12, 2023, D.E.I.'s steering committee held their quarterly meeting and elected Yeaphana La Marr as the chairperson and Paul Sanchez as the vice chair. The committee discussed training, strategic planning, and D.E.I. activities through the end of the calendar year. Providing employees to D.E.I. training is a priority to the committee and 3 courses were made available in June.

Judie moved on to advise that the Covid era changes to the Bagley-Keene Open Meeting Act expired as of July 1st, all public meetings are once again subject to the traditional pre-covid requirements for open meetings.

Next Judie shared that effective July 1, 2023, DCA boards and bureaus, unless otherwise exempted, are required to grant temporary licensure to the spouse or domestic partner of an active-duty military member stationed in California if the spouse or domestic partner holds a license in another state with the same scope of practice in profession.

Next, Judie spoke about the enlightened enforcement project that is being piloted by the Dental Board of California. The goal of which is to have subject matter expert staff walk through the various enforcement processes to find improvements and efficiencies that can be carried over to other boards and bureaus. She then advised the committee of DCA's data governance project.

Lastly, Judie provided an onboarding reminder that members who have been appointed or re-appointed cannot begin their service or perform any official functions without first taking the oath of office. Members should contact the bureau chief to arrange taking the oath of office. All documents for appointed members are due within 30 days of their appointment or re-appointment.

Judie then opened the floor for any questions from committee members. Public comment was closed as there were no questions/comments.

4. Bureau Chief's Introduction, Welcome Remarks, and Bureau Updates

At 10:18 am, Chief Jensen thanked Committee Members for their attendance and for volunteering their time. She advised that the advisory committee has a public member opening, alarm industry opening, and a training facility opening and encouraged interested parties to apply for the vacancies.

Chief Jensen notified the committee that the Bureau was granted an Assistant Bureau Chief position due to the high volume of legislation. Samuel Stodolski was promoted to the new Assistant Bureau Chief position. Ruby Montoya was then promoted to the Enforcement Chief position.

Chief Jensen addressed a rumor that BSIS employees were 100% telework, which is false. Additionally, she reported that Disciplinary Hearings have been in person for quite some time now.

Chief Jensen encouraged licensees to apply online to ensure faster processing times. She informs that the online process is not only faster but also more accurate. The online system will let applicants know if they forgot to enter required data. Most delays are the fingerprint delays with the Department of Justice which the bureau has no control over. Additionally, the Chief urged licensees to email the general email instead of calling in as call responses have longer delays.

Chief Jensen moved on to explain that the Bureau is going through the sunset review. She explains that every board and bureau must go through a review process by the legislator to justify the board or bureau's existence.

Chief Jensen opened the discussion for questions from the committee. Glenn Younger asked if funding is part of the sunset report. Chief Jensen explained that the sunset review involves detailed fund information. Committee questions were closed as there were no more questions/comments.

Chief Jensen then opened the floor for public questions/comments. William Wright asked about the discrepancy between the state and FBI fingerprint responses from Department of Justice. Chief Jensen explained that the bureau has not been able to get answers from Department of Justice regarding the delays.

5. Update on the Bureau's Licensing Unit

At 10:32 am, Chief Jensen introduced the Deputy Chief of Licensing (DC-L), Gloriela Garcia, who presented the Licensing update.

DC-L Garcia shared that the alarm company qualified manager exam writing workshops started in January and ended in June of 2023. As a result, the bureau will be implementing a new alarm company qualified manager exam in September.

DC-L Garcia moves then gave an overview of changes resulting from the passage of Assembly Bill (AB) 2515 (Holden). She advised that the licensing unit was working on the initial and renewal baton permit applications in anticipation of the implementation of

AB 2515. Effective January 1, 2024, the bureau will be issuing the baton permits to qualified individuals instead of the training facilities.

DC-L Garcia shared that the bureau is working on updating the online application for all company license types to have the same enhancements made to the alarm company application to streamline the online process due to AB 830. Those updates will start with the Private Patrol Operator license type. The system will collect more information during the online process to prevent applicants from having to complete the full paper application and attach it to their online submission.

DC-L Garcia moved on to share licensing statistics. The bureau met its licensing performance measures (LPM) 100% of the time this fiscal year.

DC-L Garcia then updated the committee on recent BreEZe system changes.

Lastly, DC-L Garcia provided information on bureau outreach.

Chief Jensen opened the discussion for comments from committee members. Member Mark Miller mentioned that he visited the website for the license performance measures statistics and saw that the bureau was reporting an average of 16 days for processing guard cards. He suggested that the bureau provide a link to the LPM to reassure applicants that it will not always take the 60 days targeted timeframe for processing. Member Glenn Younger stated that he was pleased to see that the licensing activity did not have a negative effect from the license fee increases. Member Darren Morgan asked if a locksmith license is required for electronic locks. Chief Jensen directed the question to the locksmith industry committee member Glenn Younger. Glenn answered by explaining that if the electronic door lock is tied into the alarm system, then only the alarm license is required. Committee member comment then closed as there were no more comments/questions.

Chief Jensen then asked for any public comments/questions. William Wright stated that he is a licensed security guard with a baton permit that has no expiration date and would like to know how the process will work when AB 2515 is implemented. DC-L Garcia explained that the renewals will be based on the initial baton issue date but will not start until May of 2024 due to system capabilities. The delayed implementation of renewals is also to allow the permit holders that will expire between January and May to have time to complete the required training.

Seeing no additional questions from the public, questions and comments regarding licensing were closed.

6. Update on the Bureau's Enforcement Unit

At 10:54 am, the Chief introduced Assistant Bureau Chief (AC) Samuel Stodolski.

AC Stodolski explained that staff retiring and leaving for promotions impacted the enforcement production and delayed processing. Vacant positions have been filled now and the units are working to catch up. Currently, the disciplinary review unit is taking about 4-6 weeks to get the denial letters out but ideally, the unit would like to get that processing timeframe back down to 30 days. The complaint resolution unit has had multiple new hires and is going through training.

AC Stodolski reported that the enforcement units are still actively pursuing unlicensed activity. Special investigators are out in the field conducting stings with Alcohol Beverage Control, Department of Insurance, and other law enforcement agencies.

AC Stodolski moved on to discuss a training conference he attended that was held by Alcohol Beverage Control with over 50 law enforcement officers throughout the state. There was a Questions and Answers session to help the officers understand the license requirements for a Security Guard or Proprietary Private Security Officer.

Chief Jensen opened the discussion to committee members. Member Darren Morgan suggested doing an outreach conference with hospitals. Member Chris Sayer also suggested outreach with the American Society of Industrial Security organization. Member Leon Scroggins wanted to know if the bureau's enforcement unit is still going the direction of educating unlicensed activity and directing towards the right direction of getting licensed? AC Stodolski responded that the Repossession industry somehow got the unlicensed activity provision removed and the bureau cannot cite for it. Member comments/questions were then closed as there were no more comments/questions.

Chief Jensen opened the discussion to the public and public. There were no comments/questions.

7. Update on Legislation Impacting the Bureau and Private Security Industries

At 11:08 am, Chief Jensen updated the committee on legislation impacting the Bureau and Private Security Industries.

The members had no comments/questions.

Chief Jensen then invited public comment. William Wright commented that he agreed that the QMs needs to be better developed but feels the requirement that a person be employed as a manager within a PPO for at least a year before they are eligible to apply for a QM license was a complicator. He suggested that if an individual utilized the existing mechanism to study for the PPO QM exam and passes, that would accurately serve the public and industry with developing QMs.

Chief Jensen closed the session as there were no more public comments.

8. Update on Enacted or Pending Regulations

At 11:18 am, Chief Jensen updated the committee on AB 229 which passed in 2021 and is now posted on the bureau's website for public comments.

Chief Jensen opened the discussion for questions from committee members. Member Frank Huntington wanted to inform the bureau that the private investigators will be discussing how the new Power to Arrest and Appropriate Use of Force training requirements will impact private investigators with firearms. Member Darren Morgan asked if there were any exemptions to the Appropriate Use of Force training requirements since Use of Force is standard practice in Hospitals for 5150 patients. Chief Jensen responded that she would work with the industry to sort out their training requirements. With no additional questions raised by the members, Chief Jensen opened the meeting to public comment regarding pending regulations. There was no public comment.

At 11:28 am, Chief Jensen circled back to agenda item 4 to address the bureau's policy unit updates.

Chief Jensen advised the committee that the bureau currently has 77.9 permanent full-time staff. As of July 1, 2023, the bureau had a 29.5% vacancy rate which equates to 23 vacant positions. Since then, the bureau has hired a considerable number of new staff and is now down to about 15 openings.

Chief Jensen moved on to the budget updates. The fund condition table in the staff update handout each committee member received shows that at the end of Fiscal Year 24-25, the bureau will be at .7 months in reserves. She warned that the bureau is close to a budget deficit. The bureau will be looking at possibly increasing fees and will provide updates later.

Chief Jensen opened discussion to committee members for comments/questions. There was none. Public comment was opened. There was no public comment.

9. Public Comment on Items Not on the Agenda

At 11:32 am, Chief Jensen opened public comment for items not on the agenda. Seeing no comments, Chief Jensen closed comments on this agenda item.

10. Committee Members' Recommendations for Future Advisory Committee Meeting Agenda Items

At 11:52 am, Chief Jensen opened discussion to committee members for recommendations on future Advisory Committee Meeting agenda items.

Member Frank Huntington would like the committee to discuss private investigator reciprocity.

11. Adjournment

At 11:34 am, the Chief adjourned the meeting.