

MINUTES OF REGULARY SCHEDULED PUBLIC MEETING

This regular meeting of the Alarm and Locksmith Industry Committee scheduled to begin at 9:00 a.m. on the 3rd day of December, 2014 was convened in accordance with the Oklahoma Open Meeting Act [25 O.S., 301 et seq.]. Further, an advance public notice that was sent to the Secretary of State's Office of Administrative Rules by Facsimile November 12, 2013, prior to this time today, specifying the time and place of the meeting here convened, preceded this meeting. Notice of this meeting was given at least twenty-four (24) hours prior hereto and no one filed a written request of notice of meetings of this public body to date.

PUBLIC BODY: Alarm and Locksmith Industry Committee

DATE: Wednesday, December 3, 2014

ADDRESS: Oklahoma Department of Labor (ODOL)
3017 N. Stiles
Oklahoma City, OK 73105

CONTACT PERSON: Myron Jacobs

TELEPHONE: (405) 521-6599

Agenda Item 1:

Call to Order

Meeting was called to order at 9:02 a.m. by Bob Carroll, Chairman.

Agenda Item 2:

Roll Call

Committee members present: Dennis Bloye, Jim Buck, Ron Edwards, Lisa Fields, Maurice Grant, Steve Lutz, and Bob Carroll

Staff Present: Kathy Baldwin, Daryl Bottoms, Myron Jacobs, Daniel Mares, Don Schooler and Alexander Thorne.

A quorum was present.

Agenda Item 3:

Statement of Compliance with the Open Meeting Act

The Statement of Compliance with the Open Meeting Act was read by Daryl Bottoms.

Agenda Item 4:

Approval of minutes for the November 5, 2014 Alarm and Locksmith Industry Committee meeting.

There were three changes to the minutes; Changing Eon to Ron, the numbering of agenda items, and the changing of a company name from BTS to BPS. Steve Lutz made a motion to approve the minutes from the November 5, 2014 meeting. The motion was seconded by Ron Edwards. The motion was approved by majority consent.

Roll Call:

Aye: Dennis Bloye, Jim Buck, Ron Edwards, Lisa Fields, Maurice Grant, Steve Lutz, and Bob Carroll.

Abstain:

Agenda Item 5:

Introduction of Staff

Alexander Thorne introduced Myron Jacobs as the new Program Coordinator for the Alarm and Locksmith program and discussed Mr. Jacobs' roles.

Agenda Item 6:

Alarm and Locksmith Program Update

Alexander Thorne reviewed the handout regarding the compliance statistics for November 2014 (Handout included at end of minutes). Mr. Thorne mentioned that the Oklahoma Department of Labor (ODOL) did not issue any citations for the month. Mr. Thorne indicated that several websites were brought into compliance with actions still pending on those out of compliance. Mr. Thorne also reviewed several complaints and their status.

Agenda Item 7:

Update on Meeting with National Fire Sprinkler Association

Alexander Thorne mentioned that he, Myron Jacobs and Jim Buck met with members of the Oklahoma Fire Sprinkler Association and National Fire Sprinkler Association regarding conflicts between NFPA 25 and Alarm and Locksmith Industry Act and Administrative Rules. Mr. Buck emphasized that there may be conflicts between state rules and the national code. Mr. Buck mentioned he will contact the Building Code Commission to discuss these items. Jason Webb, Director of Inspection, Testing and Maintenance for the National Fire Sprinkler Association, discussed issues seen on the Alarm and Locksmith Industry Act and Administrative Rules in comparison to NFPA 25. The NFPA will create a document that identifies these inconsistencies.

Agenda Item 8:

License Application Processing Timeline

Myron Jacobs discussed a new initiative with the application timeline process. Mr. Jacobs mentioned, if an application is idle for 120 days, the application process will need to start over. Lowell Roberts with Oklahoma Master Locksmith Association had questions on why an application would take 120 days. Jim Buck provided examples on how this could happen to an application. Bob Carroll further explained to Lowell Roberts the license application processing timeline.

Agenda Item 9:

Update Regarding Courtesy Notification to Employers when Employees are Requested to Appear Before the Committee:

Jim Buck gave a background on the topic. The request occurred at the October committee meeting that employers are notified when a potential employee has been asked to come before the committee during executive session. Mr. Buck emphasized that he had met with ODOL's Legal Office and that a request for this information will be honored if time permits. Bob Carroll mentioned that employers may call in the future asking about the reasoning for the meeting with their employee and Mr. Buck reemphasized that information would be confidential.

Agenda Item 10:

Discussion on Proposed Amendment to the Alarm and Locksmith Industry Act:

Jim Buck provided a background and explained that a change was needed. Mr. Buck stated that a 30-Day Grace Period will be put into place. The 30-Day Grace Period will prevent individuals from being fined after their license has expired. Steve Lutz had questions on notifications on licenses about to expire and Mr. Buck stated information on post cards are being sent to explain this process. Maurice Grant asked about the reasoning for fine being double, Mr. Buck stated that it would be more difficult to administer a "Pro-Rated" late fee. Mr. Buck mentioned that many responses requested a 30-Day Grace Period. Steve Lutz commented on the late fees of other industries compared to fees in the Alarm and Locksmith Industry. Maurice Grant had questions on legislative session and Jim Buck stated it would go through the upcoming session and be put into place sometime next year.

Agenda Item 11: Discussion on Education and Public Awareness Notice as it Related to the Alarm and Locksmith Act:

Jim Buck discussed a letter being drafted that will be posted on the ODOL web page to educate entities on the requirements of the Alarm and Locksmith Industry Act Administrative Rules to be licensed due to James Perry's requests. Mr. Buck mentioned that a Public Awareness Campaign will begin.

Agenda Item 12:

Public Comments

Lowell Roberts of the Oklahoma Master Locksmith Association mentioned applicant that tested four times. The applicant did not know where to go to get some of the information for questions on the test. Lowell Roberts mentioned that no one informed her of what questions she missed. Jim Buck stated that this will be looked into.

Danna Fowble with the Oklahoma Burglar and Fire Alarm Association (OKBFAA) gave an update on emerging technology discussions. Mrs. Fowble mentioned that the January 7, 2015 OKBFAA meeting will be dedicated to emerging technology as it relates to the Alarm and Locksmith Industry. Mrs. Fowble also stated that from the meeting, they would like to come up with a white paper recommendation letting the industry committee know what the industry is saying about emerging technology. The meeting will be held January 7, 2015 at the Oklahoma National Electrical Contractors Association; lunch will be 11:30a.m. and discussion begins at 12:00p.m.

Jack Sink with Security Solutions stated “TPG” is The Profession Guidance Group. Mr. Sink also suggested individuals attend the OKBFFAA meeting even if they are not a member of the association and asked for input.

Agenda Item 13:

Review of Company Applications

Kathy Baldwin, with the Oklahoma Department of Labor, Licensing Division, was available to answer questions regarding the Company Applications.

a. DES, Inc.

Categories: Access Control, Closed Circuit Television (CCTV), Residential Fire and Burglar Alarm
Manager: Andrew Clegg

Ron Edwards made a motion to approve this application. Dennis Bloye seconded the motion. The motion passed with majority consent.

Roll Call:

Aye: Dennis Bloye, Jim Buck, Ron Edwards, and Maurice Grant.
Abstain: Lisa Fields, Steve Lutz, and Bob Carroll.

b. Faith Technologies, Inc.

Categories: Access Control, CCTV, Commercial Fire and Burglar Alarm, Nurse Call
Manager: Eric Brummel

Dennis Bloye made a motion to approve this application. Lisa Fields seconded the motion. The motion passed with majority consent with change to company app to include areas on agenda.

Roll Call:

Aye: Dennis Bloye, Jim Buck, Lisa Fields, Maurice Grant, and Steve Lutz.
Abstain: Ron Edwards and Bob Carroll.

c. Performance Fire Systems, LLC.

Categories: Fire Sprinkler
Manager: Arvid Aadal

Ron Edwards made a motion to approve this application. Maurice Grant seconded the motion. The motion passed with majority consent.

Roll Call:

Aye: Dennis Bloye, Jim Buck, Ron Edwards, Lisa Fields, Maurice Grant, and Steve Lutz.
Abstain: Bob Carroll.

d. Victory Fire Protection

Categories: Fire Sprinkler

Manager: E.C. Prickett, Jr.

Ron Edwards made a motion to approve this application. Steve Lutz seconded the motion. The motion passed with majority consent.

Roll Call:

Aye: Dennis Bloye, Jim Buck, Ron Edwards, Lisa Fields, Maurice Grant, and Steve Lutz.

Abstain: Bob Carroll.

Agenda Item 14

Roll Call of Those Expected to Appear Before the Committee During Executive Session

Bob Carroll called roll of those expected to appear before the Committee during Executive Session.

Agenda Item 15:

Proposed Executive Session

Lisa Fields made a motion to move to executive session. Dennis Bloye seconded the motion. The motion passed with unanimous consent.

Roll Call:

Aye: Dennis Bloye, Jim Buck, Ron Edwards, Lisa Fields, Maurice Grant, Steve Lutz, and Bob Carroll.

Agenda Item 16:

Adjourn from Executive Session

Ron Edwards made a motion to adjourn from executive session. Lisa Fields seconded the motion. The motion passed with unanimous consent.

Roll Call:

Aye: Dennis Bloye, Jim Buck, Ron Edwards, Lisa Fields, Maurice Grant, Steve Lutz, and Bob Carroll.

Action Taken as a Result of Executive Session

- a. Name: Bryant, Reginald
- Categories: Initial, Fire Sprinkler Trainee

Ron Edwards made a motion to approve the application of Reginald Bryant. Lisa Fields seconded that motion. The motion was approved with majority consent.

Roll Call:

Aye: Dennis Bloye, Jim Buck, Ron Edwards, Lisa Fields, Maurice Grant, and Steve Lutz.

Abstain: Bob Carroll.

b. Name: Miller, Derrick
Categories: Initial, Fire Sprinkler Trainee

Ron Edwards made a motion to table the application of Derrick Miller until the January Committee Meeting. Lisa Fields seconded that motion. The motion was tabled with majority consent.

Roll Call:

Aye: Dennis Bloye, Jim Buck, Ron Edwards, Lisa Fields, Maurice Grant, Steve Lutz, and Bob Carroll.

Agenda Item 17:

Next Regular Meeting Date Scheduled for January 7, 2015

Roll Call:

Aye: Dennis Bloye, Jim Buck, Sean Crain, Ron Edwards, Lisa Fields, Maurice Grant, Steve Lutz, James Perry, and Bob Carroll.

Agenda Item 18:

Adjournment

Ron Edwards made a motion to adjourn the meeting. Maurice Grant seconded the motion. The motion passed with unanimous consent.

Roll Call:

Aye: Dennis Bloye, Jim Buck, Ron Edwards, Lisa Fields, Maurice Grant, Steve Lutz, and Bob Carroll.