

**Private Security/Investigators Policy Committee  
February 20, 2024  
Minutes**

The Private Security/ Investigators Policy Committee of the Board on Public Safety Standards and Training held a regular meeting on February 20, 2024, at 1:30 p.m. in the Boardroom at the Department of Public Safety Standards and Training, 4190 Aumsville Hwy SE, Salem, Oregon. The Chair, Daniel Lenzen, called the meeting to order at 1:33 p.m.

**Committee Members:**

Daniel Lenzen, Chair, Private Security Industry  
Ben Bower, Armed Security Representative (TEAMS)  
Scott Creager, Private Business /Government Entity Utilizes Private Security Services (TEAMS)  
Raul Herrera, Alarm Monitor Representative (TEAMS)  
Al McGee, Retail Industry (TEAMS)  
Nate Nakasone, Unarmed Security Representative (TEAMS)  
Samantha Schrantz, Private Investigator (TEAMS)  
Helena Snyder, Private Investigator OSB (Oregon State Bar)  
Dustin (Alex) Stone, Hospitality Representative (TEAMS)

**Members Not Present:**

Ken Berg, Manufacturing Industry

**Staff:**

Suzy Herring, Private Security/Investigator/Polygraph Program Manager  
Jennifer Howald, Legislative and Administrative Rules Coordinator  
Shelby Alexander, Executive Support Specialist  
Chantel Hawes, Compliance Specialist  
Emma Dettwyler, Administrative Specialist /Course Coordinator  
Michael Holsapple, Compliance Investigator  
Ben Hamilton, Compliance Investigator  
Kathy McAlpine, Professional Standards Division Director  
Phil Castle, Agency Director

**1. Introductions**

**2. \*Approve Meeting Minutes from November 28, 2023**

Approve meeting minutes of November 28, 2023

- *Helena Snyder motioned to approve the meeting minutes from the November 28, 2023, Private Security/Investigator Policy Committee meeting. Scott Creager seconded the motion. The PSIPC voted by roll call, and the motion passed unanimously.*

**3. \*Proposed Rule Changes for Oregon Administrative Rule (OAR) 259-060-0130**

*Related to Executive Managers providing contract services.*

Presented by Jennifer Howald

- *Alex Stone motioned to recommend to the Board approval of the proposed rule changes to Oregon Administrative Rules (OAR) 259-060-0130. Helena Snyder seconded the motion. The PSIPC voted by roll call, and the motion passed 8-1.*

#### **4. \*Proposed Rule Changes for Oregon Administrative Rule (OAR) Chapter 259 Division 59**

*Adopting Permanent Rules for the Private Security Entity Licensing Program.*

Presented by Jennifer Howald

The Private Security and Investigator Policy Committee (PSIPC) reviewed the Department's recommended Final Text for adoption as the permanent rules for OAR Chapter 259 Division 59, the Private Security Entity Licensing Program, as shown in Attachment A. The PSIPC also received the public comment record from the second proposed rule change filing. The first vote to approve the Department's recommendation failed, 4-5.

- *Helena Snyder motioned to recommend to the Board approval of the proposed rule changes for Oregon Administrative Rules (OAR) Chapter 259 Division 59. Alex Stone seconded the motion. Motion Failed 4-5.*

After additional PSIPC discussion, the Department reiterated that the adopting of permanent rules would be necessary to keep the licensing program on track as implemented. The temporary rules will expire on May 28, 2024, if the Board and the Department do not adopt permanent rules to replace them. The Department identified that it is common to revisit newly adopted permanent rules to ensure that they have been effective and that they meet the needs of the agency and the applicants. The Department will continue to monitor the progress of the new Private Security Entity Licensing Program, consider concerns identified by PSIPC members, and facilitate proposed rule changes when amendments are needed.

The Department requested the PSIPC reconsider the recommended action. In a second vote, the PSIPC voted 5-4 to recommend that the Board APPROVE the adoption of the Final Text Version for OAR Chapter 259 Division 59, as shown in Attachment A, as permanent rules.

- *Helena Snyder motioned to recommend to the Board approval of the proposed rule changes for Oregon Administrative Rules (OAR) Chapter 259 Division 59. Samantha Schrantz, The PSIPC, voted by roll call, and the motion passed 5-4.*

#### **5. Introduction of Kathy McAlpine, new Professional Standards Division Director**

#### **6. Department Update**

Presented by Suzy Herring

- Ring Central update, what it is and how this system will assist in the Department being more available to constituents. Stats were also provided for the month of January, 2046 calls were received, with an average of 85 calls per day.
- Advised that we have a new Learning and Development Specialist, Steven Huizenga, who will be working to acquainted with our curriculum and will be teaching instructor classes again soon.
- There is a new Unarmed Instructor Development Course set for April 1 – 4, 2024, 20 are in this class, and there are approximately 63 on the wait list. Compliance Investigator, Carissa White, has been assisting Steven Huizenga, however, she will eventually shift back to compliance.
- The Department is in the process of hiring a temporary employee to assist with the processing of the application backlog.
- Entity forms have been updated. Information will be sent out on GovDelivery, and an IRIS page will be set up specifically for entities.

- There is a vacancy for a board position who will become the Vice Chair of the Private Security Committee. There are currently open spots on the policy committee for representatives of health care and a public member.

**7. Agency Update**

Presented by Phil Castle

- Thanks to the committee for their time and commitment to the group.
- Update about Kathy coming on board.
- There are a record number of basic police students on campus, and there is hope of dialing down the numbers as the backlog is caught up.
- Space is stretched to the limits. All aspects of law enforcement are using the facilities.
- Discussed priorities for the Governor. Public safety is the 4<sup>th</sup> top priority and strategies are in the works for the 25-27 biennium.
- Ultimate goals are better and faster service.

**8. The meeting adjourned at 3:11 pm. Next Regularly Scheduled Meeting – May 14, 2024, at 1:30 p.m.**

*Administrative Notes:*

*These minutes reflect the order of the discussion/voting items as they appear on the official meeting agenda. The actual order in which they were discussed may vary.*

*All documents reviewed and discussed in this meeting are subject to Oregon Public Records Law (ORS 192.410 to ORS 192.505). These documents can be requested by contacting DPSST at [dpsst.records@dpsst.oregon.gov](mailto:dpsst.records@dpsst.oregon.gov).*