

## Meeting Notice

### Board of Private Investigator Examiners

August 25, 2008

10:00am

Division of Professional Registration

3605 Missouri Blvd.

Jefferson City, MO 65109

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#7

Except to the extent disclosure is otherwise required by law, Board of Private Investigator Examiners is authorized to close meetings, records and votes, to the extent they relate to the following: Sections 610.021(1), (3), (5), (7), (13) and (14), RSMo, and Section 620.010.14(7), RSMo.

#8

The Board may go into closed session at any time during the meeting. If the meeting is closed, the appropriate section will be announced to the public with the motion and vote recorded in open session minutes.

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Agenda follows.

**Tentative Agenda**  
**BOARD OF PRIVATE INVESTIGATOR EXAMINERS**  
**AUGUST 25, 2008                      10:00AM**  
**DIVISION OF PROFESSIONAL REGISTRATION**  
**3605 Missouri Blvd., Jefferson City, MO**

***OPEN MEETING***

<b>10:00am Call to Order</b>	<b>Pam Groose Executive Director</b>
Roll Call	Pam Groose
<b>Review and Approval of Minutes</b> - August 4, 2008	
<b>Letter from Clarence M. Kelley &amp; Associates regarding licensing requirements.</b>	<b>Pam Groose</b>
<b>Review of Draft of Proposed Rules</b> <ul style="list-style-type: none"> <li>• Chapter 1 20 CSR 2234-1.010 Definitions</li> <li>• Chapter 2 20 CSR 2234-2.030 Replacement of License</li> <li>• Chapter 3 20 CSR 2234-3.010 Application for Licensure – PI Agency 20 CSR 2234-3.030 PI Agency-Change of Name, Ownership or Location</li> <li>• Chapter 4 20 CSR 2234-4.010 Private Investigator Trainer Application 20 CSR 2234-4.020 Trainer Responsibilities 20 CSR 2234-4.030 PI Trainer Name and Address Changes 20 CSR 2234-4.050 Replacement of Renewal License</li> <li>• Chapter 5 Examination requirements - nothing for this meeting.</li> <li>• Chapter 6 20 CSR 2234-6.010 Continuing Education</li> <li>• Chapter 7 20 CSR 2234-7.010 Code of Conduct</li> </ul>	
<b>Future Meetings</b> <ul style="list-style-type: none"> <li>• September 22, 2008</li> <li>• October 20, 2008</li> <li>• November 17 or 24</li> <li>• December 12 or 19</li> </ul>	

**MISSOURI BOARD OF PRIVATE INVESTIGATOR EXAMINERS**  
**DIVISION OF PROFESSIONAL REGISTRATION**  
**Division of Professional Registration**  
**3605 Missouri Blvd**  
**Jefferson City, MO 65109**

**August 25, 2008**

**Open Minutes**

The open session of the Missouri Board of Private Investigator Examiners was called to order by Ms. Groose, Executive Director at 10:05am at the Division of Professional Registration, 3505 Missouri Boulevard, Jefferson City, MO 65109.

**Members Present:**

Douglas Mitchell  
Dwight McNeil  
Francis "Chris" Rey  
Kenneth McGhee left the meeting at 2:20pm

**Members Absent:**

None

**Staff Present:**

Pamela Groose, Executive Director  
Rhonda Robinett-Fogle, Administrative Assistant  
Roxy Brockman, Licensure Tech II  
David Barrett, Division Legal Counsel  
Connie Clarkston, Director Budget and Legislation  
Jeana Groose, Budget Analyst I  
Darcie Rehagen, Administrative Office Assistant

**Visitors Present:**

None

**Approval of Open Minutes:**

A motion was made by Mr. McNeil and seconded by Mr. Rey to approve the open minutes from August 4, 2008. All approved.

**Letter from Clarence M. Kelley & Associates regarding licensing:**

Ms. Groose suggested that the Board send a letter back to Clarence M. Kelley & Associates. The Board instructed Ms. Groose to draft a letter back to Clarence M. Kelley & Associates thanking them for their letter and to inform them the Board will take into consideration their comments.

**Review of Draft of Proposed Rules:**

- **Chapter 1**  
20 CSR 2234-1.010 Definitions
- **Chapter 2**  
20 CSR 2234-2.030 Replacement of License
- **Chapter 3**

20 CSR 2234-3.010 Application for Licensure – PI Agency  
20 CSR 2234-3.030 PI Agency-Change of Name, Ownership or Location

- **Chapter 4**  
20 CSR 2234-4.010 Private Investigator Trainer Application  
20 CSR 2234-4.020 Trainer Responsibilities  
20 CSR 2234-4.030 PI Trainer Name and Address Change  
20 CSR 2234-4.040 Replacement of Renewal License
- **Chapter 5**  
Examination Requirements – nothing for this meeting
- **Chapter 6**  
20 CSR 2234-6.010 Continuing Education
- **Chapter 7**  
20 CSR 2234-7.010 Code of Conduct

The board members reviewed, discussed and made revisions to the proposed rules. The proposed rules that were reviewed are attached.

Ms. Goose updated the Board on contacting the North America Training Group. Ms. Goose indicated that what she understood from speaking with them is that they only take the exam that the Board would develop and put the exam to computer. Ms. Goose informed the Board that she does not feel that this is what they are looking for; however, the end result could be that the Board may have to do this.

Ms. Goose did contact The National Group of Licensing Boards, and there is information being put together as to which states require an exam and which of these states do their own exams and which states are contracted. Ms. Goose is looking for someone who has put together an exam so the Board can contract with them or purchase from them. Mr. McNiel suggested contacting Tennessee and Oklahoma to see if they will share information with our Board, even if it is just their criteria regarding reciprocity with each other.

The Board had detailed discussion regarding continuing education. The Board discussed remote versus in person continuing education. The Board discussed having a blend of continuing education in regards to the impact on small businesses. Mr. Mitchell would prefer all sixteen CE's to be remote; however, he is fine with the board deciding on eight in person and eight remote. Mr. Rey stated he would like to see all sixteen CE's be in person, but he is fine with eight being in person and eight being remote. Mr. McNiel and Mr. McGhee support eight being in person and eight being remote. Ms. Goose stated with remote continuing education that the Board would need to have a level of trust. The Board decided that they will discuss more on continuing education at their next meeting, after they research this issue.

At 11:50pm the Board recessed for lunch, and the Board reconvened at 12:55pm.

Mr. Barrett spoke about course providers in detail and the definition of responsible person.

The Board had in depth discussion regarding the code of conduct. Mr. McNiel asked if a complaint must be in writing and Mr. Barrett said yes, and then Mr. Barrett spoke on the process regarding anonymous complaints. Ms. Goose spoke on the procedural process regarding unlicensed practice.

The Board recessed for a break at 2:20pm, and Mr. McGhee had to leave the meeting at 2:20pm. The Board reconvened at 2:35.

The Board had detailed discussion regarding trust accounts versus corporate account and business accounts.

**Future Meeting**

The Board set the following meeting dates for 2008.

- September 22, 2008
- October 20, 2008
- November 24, 2008
- December 12 or 19, 2008 The board decided to table setting this date until their next meeting.

The board meeting adjourned at 3:12pm.

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Executive Director Signature

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Date Approved by Board