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Pamela Groose
Executive Director

Meeting Notice

Board of Private Investigator And Private Fire Investigator Examiners

March 21, 2014
10:00am

CONFERENCE CALL

**Division of Professional Registration
3605 Missouri Blvd
Jefferson City MO 65109**

Notification of special needs as addressed by the Americans with Disabilities Act should be forwarded to the Board of Private Investigator Examiners, 3605 Missouri Boulevard, P O Box 1335, Jefferson City, MO 65102 or by calling 573-522-7744 to ensure available accommodations. The text telephone for the hearing impaired is 800-735-2966.

Except to the extent disclosure is otherwise required by the law, the Board of Private Investigator Examiners is authorized to close meetings, records, 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.

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.

Agenda follows.

**Tentative Agenda
BOARD OF PRIVATE INVESTIGATOR & PRIVATE FIRE INVESTIGATOR
EXAMINERS
March 21, 2014**

CONFERENCE CALL

**DIVISION OF PROFESSIONAL REGISTRATION
3605 MISSOURI BLVD, JEFFERSON CITY MO**

OPEN SESSION

10:00am Call to Order	Dwight McNeil Chairperson
Roll Call	Pamela Groose Executive Director
Review and Approval of Agenda	TAB 1
Review and Approval of Minutes - January 31, 2014	TAB 2
Rule Update	TAB 3
Executive Director Report 1. IMARC 2014 2. Reimbursement Policy 3. 2014 Meeting Dates	TAB 4
FYI	TAB 5
CLOSED SESSION	
Adjournment	

**Tentative Agenda
BOARD OF PRIVATE INVESTIGATOR & PRIVATE FIRE INVESTIGATOR
EXAMINERS**

March 21, 2014

**DIVISION OF PROFESSIONAL REGISTRATION
3605 MISSOURI BLVD, JEFFERSON CITY MO**

CLOSED SESSION

Roll Call	Pam Groose Executive Director
Review and approval of Closed Agenda	TAB 6
Review and approval of Minutes	TAB 7
Exam Review	TAB 8
Complaints/Unlicensed	TAB 9
Complaints Update	TAB 10
Discipline	TAB 11
Executive Director	TAB 12
Applications for Licensure	TAB 13
Legal	
Back to Open	

**BOARD OF PRIVATE INVESTIGATOR & PRIVATE FIRE INVESTIGATOR EXAMINERS
DIVISION OF PROFESSIONAL REGISTRATION
3605 MISSOURI BLVD, JEFFERSON CITY, MO**

March 21, 2014 – Open Minutes

The open session of the Missouri Board of Private Investigator and Private Fire Investigator Examiners was called to order at 10:04am by Doug Mitchell, Acting Chairperson, on March 21, 2014 at the Division of Professional Registration, 3605 Missouri Blvd, Missouri, via conference call.

Members Present:

Doug Mitchell, Private Investigator, Vice-Chair
Tim Flora, Private Investigator
Charles Giessing, Private Fire Investigator, Member
Ken McGhee, Public Member

Members Absent:

Dwight McNeil, Private Investigator, Chairperson
Tim Cudd, Private Fire Investigator, Member

Staff Present:

Roxy Brockman, Administrative Assistant
Terrie Miller, Processing Technician II
Sarah Ledgerwood, Legal Counsel

Staff Absent:

Pamela Groose, Executive Director

Review and Approval of Agenda

A motion was made by Mr. McGhee and seconded by Mr. Giessing to approve the open agenda. All approved.

Review and Approval of Minutes

A motion was made by Mr. McGhee and seconded by Mr. Giessing to approve the open minutes from the January 31, 2014 meeting. All approved.

Rule Update:

20 CSR 2234-1.010 Definitions
20 CSR 2234-1.020 General Organization
20 CSR 2234-1.030 Release of Public Records
20 CSR 2234-1.040 Complaint Handling
20 CSR 2234-1.050 Fees
20 CSR 2234-2.010 Application for Licensure – Private Investigator
20 CSR 2234-2.015 Application for Licensure – Private Fire Investigator
20 CSR 2234-2.020 Name and Address Changes
20 CSR 2234-2.030 Replacement of Renewal License
20 CSR 2234-2.040 Licensure Renewal
20 CSR 2234-3.010 Application for Licensure – Agency
20 CSR 2234-3.020 Change of Name, Ownership, Location or Investigator In Charge
20 CSR 2234-3.030 Licensure Renewal
20 CSR 2234-3.040 Application for Licensure – Agency Employee
20 CSR 2234-3.050 Name and Address Changes
20 CSR 2234-3.060 Replacement of Renewal License
20 CSR 2234-3.070 Licensure Renewal
20 CSR 2234-4.010 Trainer Application
20 CSR 2234-4.020 Trainer Responsibilities

- 20 CSR 2234-4.030 Trainer Name and Address Changes
- 20 CSR 2234-4.040 Trainer Replacement of Renewal License
- 20 CSR 2234-4.050 Trainer Licensure Renewal
- 20 CSR 2234-5.010 Examination
- 20 CSR 2234-6.010 Continuing Education
- 20 CSR 2234-7.010 Code of Conduct

Ms. Brockman reported the proposed rules will go into effect on Sunday, March 30, 2014 and the office can begin accepting applications and fees for private fire investigators beginning on Monday, March 31, 2014.

Executive Director Report

4. IMARC Conference (March 27-28, 2014, Argosy Casino, Kansas City, MO) – Mr. McNiel will be conducting a presentation on the March 28, 2014 but if he is unable to attend, Ms. Brockman will conduct the presentation. Ms. Brockman and Ms. Miller intend to be present either way.
5. Reimbursement Policy – This item was placed on the agenda at Mr. McGhee's request. Following discussion a motion was made by Mr. McGhee and seconded by Mr. Giessing to increase the prep time for a face to face meeting from two (2) hours to four (4) hours or longer depending on the amount of material to be reviewed, and time will be rounded up from half-hour increments to hour increments. All approved.
6. Meeting Dates
 - o May 23, 2014
 - o August 1, 2014
 - o September 19, 2014
 - o November 21, 2014

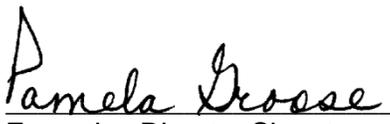
FYI

No action required.

A motion was made by Mr. McGhee and seconded by Mr. Flora to go into closed session at 10:21am for #1, #2, #3, #5, #9. Mr. Mitchell voted yes. Mr. Flora voted yes. Mr. Giessing voted yes. Mr. McGhee voted yes. The Board returned to open session at 11:36am.

Ms. Brockman did indicate she wanted to mention that Ms. Ledgerwood had been offered and accepted the position vacated by Earl Kraus. The members congratulated Ms. Ledgerwood.

A motion was made by Mr. Flora and seconded by Mr. Giessing to adjourn the meeting at 11:39am. All approved.



Executive Director Signature

June 16, 2014

Board Approval Date

MOTIONS

1. INVESTIGATIONS / COMPLAINTS / AUDITS

I move that this meeting be closed, and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting be closed under section 610.021 subsection (14) and section 324.001.8 RSMo for the purpose of discussing investigative reports and/or complaints and/or audits and/or other information pertaining to a licensee or applicant.

2. LEGAL ACTIONS / LITIGATIONS / PRIVILEGED COMMUNICATIONS

I move that this meeting be closed, and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting be closed under section 610.021 subsection (1) RSMo for the purpose of discussing general legal actions, causes of action or litigation and any confidential or privileged communications between this agency and its attorney.

3. DISCIPLINE

I move that this meeting be closed, and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting be closed under section 610.021 subsection (1) RSMo for the purpose of deliberation on discipline.

4. PROMOTING / HIRING / DISCIPLINING / FIRING EMPLOYEES

I move that this meeting be closed, and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting be closed under section 610.021 subsection (3) RSMo for the purpose of discussing hiring, firing, disciplining, or promoting an employee of this agency.

5. APPLICATIONS

I move that this meeting be closed, and that all records and votes pertaining to and/or resulting from this closed meeting be closed under section 610.021 subsection (14) and section 620.010.14 subsection (7) RSMo for the purpose of discussing applicants for licensure.

6. EMPLOYEE PERFORMANCE RATINGS

I move that this meeting be closed, and that all records and votes pertaining to and/or resulting from this closed meeting be closed under section 610.021 subsection (13) RSMo for the purpose of making performance ratings pertaining to individual employees.

7. EXAMINATION MATERIALS

I move that this meeting be closed, and that all records and votes pertaining to and/or resulting from this closed meeting be closed under section 610.021 subsection (7) RSMo for the purpose of discussing and/or reviewing testing and examination materials.

8. DIAGNOSIS / TREATMENT OF DISCIPLINED LICENSEES

I move that this meeting be closed, and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting be closed under section 610.021 subsection (5) RSMo for the proceedings required pursuant to a disciplinary order concerning medical, psychiatric, psychological, or alcoholism or drug dependency diagnosis or treatment of specific licensees.

9. CLOSED MINUTES

I move that this meeting be closed, and that all records and votes pertaining to and/or resulting from this closed meeting be closed, for the purpose of reviewing and approving the closed minutes of one or more previous meetings under the subsections of 610.021 which authorized this agency to go into closed session during those meetings.