

Jeremiah W. (Jay) Nixon  
Governor  
State of Missouri

Kathleen (Katie) Steele Danner, Division Director  
DIVISION OF PROFESSIONAL REGISTRATION

Department of Insurance  
Financial Institutions  
and Professional Registration  
John M. Huff, Director

MISSOURI BOARD OF PRIVATE INVESTIGATOR AND PRIVATE FIRE INVESTIGATOR EXAMINERS  
3605 Missouri Boulevard  
P. O. Box 1335  
Jefferson City, MO 65102-1335  
573-522-7744  
573-526-0661 FAX  
800-735-2966 TTY Relay Missouri  
800-735-2466 Voice Relay Missouri  
pi@pr.mo.gov  
<http://pr.mo.gov/pi>

Pamela Groose  
Executive Director

## **Meeting Notice**

### **Board of Private Investigator And Private Fire Investigator Examiners**

**May 13, 2016  
9:30am**

**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.

**PUBLIC AGENDA**  
**BOARD OF PRIVATE INVESTIGATOR & PRIVATE FIRE INVESTIGATOR EXAMINERS**  
**May 13, 2016**

**DIVISION OF PROFESSIONAL REGISTRATION**  
**3605 Missouri Blvd., Jefferson City MO**

**OPEN SESSION – 9:30AM**

<b>9:30AM Call to Order</b>	<b>Dwight McNeil</b> Chairperson
<b>Roll Call</b>	<b>Doug Mitchell</b> Vice-Chairperson
<b>Review and Approval of Agenda</b>	<b>TAB 1</b>
<b>Review and Approval of Minutes</b> - March 10, 2016	<b>TAB 2</b>
<b>Rule Update</b> -Nothing for this meeting	
<b>Executive Director Report</b> 1. Financial Statement 2. Private Fire Investigator Application Numbers 3. MSIA Annual Conference 4. Future Board Activities	<b>TAB 3</b>
<b>Discussion related to workers comp insurance and PI and PFI Agencies</b>	<b>TAB 4</b>
<b>FYI</b>	<b>TAB 5</b>
<b>CLOSED SESSION</b>	
<b>Adjournment</b>	

PUBLIC AGENDA  
BOARD OF PRIVATE INVESTIGATOR & PRIVATE FIRE INVESTIGATOR EXAMINERS  
May 13, 2016

DIVISION OF PROFESSIONAL REGISTRATION  
3605 Missouri Blvd., Jefferson City MO

## CLOSED SESSION – Following Open Session

Call to Order
Roll Call
Review and approval of Closed Agenda
Review and approval of Minutes
Complaints/Unlicensed
Renewal Miscellaneous
Complaint and Litigation Update
Discipline
Executive Director
Applications for Licensure
Back to Open

**BOARD OF PRIVATE INVESTIGATOR  
& PRIVATE FIRE INVESTIGATOR EXAMINERS  
DIVISION OF PROFESSIONAL REGISTRATION  
3605 Missouri Boulevard  
Jefferson City MO 65109**

**May 13, 2016 – Open Minutes**

The open session of the Missouri Board of Private Investigator and Private Fire Investigator Examiners was called to order at 10:00am by Dwight McNeil, Chairperson, on May 13, 2016 at the Division of Professional Registration, 3605 Missouri Boulevard, Jefferson City MO 65109.

**Members Present:**

Dwight McNeil, Private Investigator, Chairperson  
Doug Mitchell, Private Investigator, Vice-Chair  
Tim Flora, Private Investigator  
Charles Giessing, Private Fire Investigator, Member  
Ken McGhee, Public Member (participated via conference call from 1:05pm to 3:05pm)

**Members Absent**

1 Vacant Private Fire Investigator Member  
1 Vacant Public Member

**Staff Present:**

Pamela Groose, Executive Director  
Roxy Brockman, Administrative Assistant  
Nicole Kliegel, Processing Technician II  
Sarah Ledgerwood, Legal Counsel

**Review and Approval of Agenda**

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

**Review and Approval of Minutes**

A motion was made by Mr. Giessing and seconded by Mr. Flora to approve to approve the open minutes from the March 10, 2016. All approved.

A motion was made by Mr. Giessing and seconded by Mr. Flora to go into closed session at 10:02am for #1, #2, #5 and #9. Mr. Flora voted yes. Mr. Giessing voted yes. Mr. Mitchell voted yes. Mr. McNeil voted yes. The board returned to open session at 2:30pm

**Rule Update**

-Nothing for this meeting

**Executive Director Report**

5. Financial Statement – The report as of March 31, 2016 was included for the members' review. No action was required.

6. Private Fire Investigator Application Numbers – The reports for all pending applications and current numbers of licensees was included for the members’ review. No action was required although Ms. Goose did remind the Board that their licensees are in renewal.
7. MSIA Annual Conference (May 25-27, 2016 – Lake Ozark, Missouri) – Ms. Goose indicated she would be present at the MSIA conference and the Board will have a vendor table as well.
8. Future Board Activities – The future activities report was included for the members’ review which indicated the following board meeting dates:
  - July 29, 2016
  - October 28, 2016
  - December 16, 2016

**Discussion related to workers comp insurance and PI and PFI Agencies**

This item was tabled to the next meeting. Ms. Goose is to put a report together of agencies and employees.

**FYI**

FYI materials were included in the agenda materials for the members’ review. No action required.

A motion was made by Mr. Flora and seconded by Mr. Giessing to adjourn the meeting at 3:05pm. All approved.

  
\_\_\_\_\_  
Executive Director Signature

July 29, 2016  
\_\_\_\_\_  
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.