

LOUISIANA STATE BOARD OF  
PRIVATE SECURITY EXAMINERS  
SPECIAL BOARD MEETING MINUTES

**Date:** March 23, 2022  
**Time:** 10:00 AM  
**Location:** LSBPSE Headquarters  
15703 Old Hammond Hwy.  
Baton Rouge, LA 70816

## MINUTES

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### I. Call to Order

The meeting was called to order by Vice Chairperson Robinson at 10:34 AM.

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### II. Roll Call

Vice-Chairperson Robinson asked Julie Fisher to call the roll of the Board.

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Ed Robinson, Vice-Chairperson	Present
Chief Scott Ford	X Not Present
Lameika Washington	Present
Ritchie Rivers	Present
Jason Bourgeois	Present
Dynette Burke	Present
Jason Wilbur	Present
Mark Leto	Present
Donny Pitts	Present

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A quorum of the Board was determined.

Also present were Executive Secretary, Bridgette Hull; Board Attorney, Wayne "Ron" Crouch; and members of the agency staff: Shanna Bourke, Executive Administrator; Julie Fisher, Section Chief Licensure; Sharon Vallery, Administrative Coordinator; Stephanie

Richardson, Section Chief Compliance and Investigations; Renee Rochester, Compliance Inspector; and Cindy Eidson, Compliance Inspector.

Members of the public were also present.

Ms. Fisher recorded the meeting minutes.

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### **III. Pledge of Allegiance**

Mr. Robinson led the Pledge of Allegiance.

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### **IV. Public Comment of Subsequent Agenda Items**

Vice-Chairperson Robinson asked for any public comment on the listed agenda items. No public comments were recorded at this time.

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### **V. Discussion and Action Regarding Necessary Professional Services to Support the Board and Executive Secretary**

Mr. Ford submitted this agenda item and was unable to attend the Special Board Meeting.

A motion was made to remove item 5 from the agenda.

Motion by:	Ms. Burke
Seconded by:	Ms. Washington
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Ayes: 8	Nays: 0

The motion was carried.

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### **VI. Nominate and Vote on New Board Chairperson**

A motion was made to nominate Lameika Washington as the new Board Chairperson. Mr. Bourgeois asked for clarification to what was the basis for wanting to remove Chief Ford as Chairperson.

Motion by: Ms. Burke

Seconded by: Mr. Pitts

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Ayes: 6

Nays: 0

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Ed Robinson, Vice-Chairperson	Aye
Chief Scott Ford	X Not Present
Lameika Washington	Aye
Ritchie Rivers	Aye
Jason Bourgeois	Abstain
Dynette Burke	Aye
Jason Wilbur	Abstain
Mark Leto	Aye
Donny Pitts	Aye

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The motion was carried.

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## **VII. Discussion of the Inspector General's Office General Counsel's letter dated February 16, 2022, Regarding Executive Order JBE 2016-75 Delivered to Scott Ford and Bridgette Hull**

Ms. Burke was concerned that not all Board members received this document and wanted the opportunity to discuss it.

Ms. Hull stated that Mr. Crouch knew about the document on the same day that she received the document. Mr. Crouch was concerned that serving the document to Chief Ford could be revealing details of the pending investigation by the Inspector General. Ms. Hull stated that she did not know that she was unable to receive overtime hours until she received this document.

Mr. Bourgeois asked for Board business to be sent via email and not text message.

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**VIII. Review and Discussion of Bridgette Hull and Shanna Bourke's  
Payroll Records to Include the Agency's Payroll Service Paystubs  
Dated February 2021-March 2022**

Chairperson Washington asked Ms. Hull and Ms. Bourke about the amount of overtime they received versus the other office staff.

A motion was made to appoint the Chairperson of the Board as the designee to approve the weekly payroll of the Executive Secretary and all unclassified positions.

Motion by: Mr. Bourgeois

Seconded by: Mr. Wilbur

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Ayes: 8                      Nays: 0

The motion was carried.

The Board discussed Ms. Hull having to pay back the overtime received between October 10, 2021, the date that she was appointed as Executive Secretary, and the date she was notified that she was not eligible to receive overtime.

It was discussed that Ms. Bourke may receive straight time as overtime, but not time and a half.

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**IX. Review and Discussion of the February 2022 Financials Report  
Bridgette Hull Emailed to Board Members on March 18, 2022**

The Board discussed the financial report and the budget on Boards and Commissions.

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**X. Executive Session**

A motion was made to go into executive session.

Motion by: Mr. Robinson

Seconded by: Ms. Burke

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Ayes: 8                      Nays: 0

The motion was carried.

**Executive (Closed) Session began at 12:05 PM**

**Board Meeting (Open) Session began at 1:14 PM**

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## **XI. Committee Updates**

A motion was made to amend the agenda to form the Ethics Committee chaired by Mr. Rivers, with Mr. Wilbur and Mr. Robinson as members.

Motion by: Mr. Bourgeois

Seconded by: Mr. Wilbur

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Ayes: 8                      Nays: 0

The motion was carried.

Chairperson Washington requested that the recording on Ms. Bourke's work phone which was accidentally left in the boardroom during executive session be deleted and provide proof of deletion to the Board. Ms. Bourke deleted it and showed the board members that it had been deleted.

A motion was made to have the Ethics committee investigate the report of impropriety received by the Board attorney.

Motion by: Mr. Bourgeois

Seconded by: Mr. Robinson

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Ayes: 8                      Nays: 0

The motion was carried.

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## **XII. Adjournment**

Chairperson Washington asked for a motion to adjourn the meeting.

A motion was made to adjourn.

Motion by: Mr. Bourgeois

Seconded by: Mr. Wilbur

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Ayes: 8                      Nays: 0

The motion was carried.

**Chairperson Washington adjourned the meeting at 1:19PM.**

# MINUTES CERTIFICATION

Proposed minutes & respectfully submitted by Board Scribe, Julie Fisher.

Reviewed & certified by,



Shanna Bourke, Board Secretary

March 24, 2022

Date



Bridgette Hull, Executive Secretary

March 24, 2022

Date