

**LOUISIANA STATE BOARD OF  
PRIVATE SECURITY EXAMINERS**

**BOARD MEETING MINUTES**

**Date:** January 28, 2026  
**Time:** 10:30 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 Chairman Ritchie Rivers at 10:35 AM.

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**II. Roll Call**

Chairman Rivers asked Julie Fisher to call the roll of the board.

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|------------------------------|-------------|
| Ritchie Rivers, Chairman     | Present     |
| Dynette Burke, Vice Chairman | Present     |
| Forrest Hise                 | Present     |
| Kristen Brennan              | Present     |
| Jason Robbins, Sr            | Present     |
| Jennifer King                | Present     |
| Mark Leto, Sr                | Not Present |
| Phillip Higgins              | Present     |
| Lewis Frost                  | Not Present |

A quorum of the board was determined.

Ms. Julie Fisher recorded the meeting minutes. A court reporter recorded a transcript of the meeting.

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## **VII. Executive Secretary Report**

Carl Saizan presented the Executive Secretary report to the board. It covered staffing, civil injunctions filed, firearms instructor compliance, industry statistics, compliance actions, and several other topics.

Please see Attachment A for full report.

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## **VIII. 2024/2025 Audit Update (Stephanie Richardson/Logan Berthelot)**

Stephanie Richardson provided the board with a brief update on the 2024 and 2025 audits. The 2024 audits are complete, with 239 companies audited. Overall, industry compliance is improving. 50% of companies had no findings this year, compared to only 20% last year. The 2025 audits are scheduled to begin in a few weeks.

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## **IX. Committee Updates**

Chairman Rivers announced that he is currently evaluating all committee assignment and requested that board members interested in serving on or changing committees contact him via email.

a. Finance Committee Update – Chairman Dynette Burke

Scott Lazarone presented the December 2025 financial statements.

b. Training Committee Update– Chairman Jason Robbins

Committee Chair Robbins discussed the success of the new training curriculums. He made a recommendation to bring at least one NRA Law Enforcement Instructor class to Louisiana annually to reduce the financial burden on new instructors who would otherwise have to travel out of state to receive the certification.

c. Legislative Committee Update – Chairman Forrest Hise

Mr. Hise gave a brief update on the statute revisions that the committee has been working on. The committee presented several statutory changes to be submitted in the 2026 legislative session including canine regulation, definition changes, administrative penalties, and civil liabilities.

Motion by: Mr. Hise

Seconded by: Ms. King

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Ayes: 7

Nays: 0

The motion was carried.

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**XI. Executive Session (The Board may go into executive session to deliberate, pursuant to La. R.S. 42:17(A)(1), which allows the Board to go into executive session to discuss the character, professional competence, or physical or mental health of a person.)**

- a. Consent Agreement presented for approval regarding PAUL MARSH, individually and/or doing business as F.E.S.S., INC. (516).
- b. Consent Agreement presented for approval regarding JEFFREY W. ROGERS, individually and/or doing business as RAVEN SECURITY, SAFETY & STORM SERVICES LLC (PSE-24-CO-014).
- c. Consider revocation of company license held by DAMON HOLMES, individually and/or doing business as GUARD TAC PROTECTION AGENCY LLC (PSE-24-CO-003).

A motion was made to go into executive session.

Motion by: Mr. Hise

Seconded by: Ms. King

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Ayes: 7

Nays: 0

The motion was carried.

**Board in Executive Session at 12:12 PM.**

**Board out of Executive Session at 12:35 PM.**

A motion was made to approve consent agreements as presented for F.E.S.S., Inc. and Raven Security, Safety & Storm Services LLC.

# MINUTES CERTIFICATION

Proposed minutes respectfully submitted,

Julie Fisher

Secretary/Recording Secretary

3/16/26

Date

Minutes reviewed & approved by Board Member vote on March 18, 2026. Approval affirmed below by signatures of Board Chairman and Executive Secretary.

R. Burke - Vice Chair

Ritchie Rivers, Board Chairman

3/18/2026

Date

Carl Saizan

Carl F. Saizan, Jr., Executive Secretary

3-18-2026

Date



# LSBPSE Board Meeting

Wednesday, January 28, 2026 @ 10:30 a.m.

## Executive Secretary's Briefing Notes

### Staffing:

- We currently have 20 staff members: nine full-time, eleven WAEs, and two Westaff temporary employees.

### Processes:

- Nothing to Report

### Meetings:

- On January 7, 2026, we started the EQ leadership training with Semitacor. This will be ongoing for 3 months. There will be several staff members who will start the SCS on-line Leadership Academy that can be completed in as little as six months or up to 24 months. It's a self-paced program. Others will have tailored continuing education through the SCS program so that we promote career progression and CEU's.
- On Friday, January 9, 2026, I met with Jon Barnwell, Associate VP of Security for the WWII Museum and his associates Norris Yarbrough and Matt Lindsay at the WWII Museum to discuss their propriety security being registered with the LSBPSE. The conversation is ongoing.
- On Wednesday, January 14, 2026, I received an email from Rep. Josh Carlson, District Lafayette, informing me that he will be filing a bill (HLS 26R-270) on behalf of the LSBPSE to include private security in the limitations on liability statute (LRS:9:2793.12(A)(3))

- On Tuesday, January 27, 2026, I received information from Damon Holmes, the owner of Guard Tac. He informed me that he is working to fulfill his obligation to reimburse all employees who worked for the company while it held the security contract with the state of Louisiana through the Office of State Procurement (OSP). He mentioned that 99 percent of the employees have already been reimbursed, and he has submitted his final invoice to the state. He is currently waiting for payment so he can finish paying the last of the employees. The Department of Public Safety (DPS) has confirmed that they are working with Mr. Holmes to verify the timesheets before sending the information to OSP for reimbursement. I have contacted the OSP for confirmation and am awaiting a response from their office.
- Amy Vincent is the new director for the OSP, and I have made a request to visit with her and her staff to discuss a more collaborative process on security contracts that do out for bid in the future.
- Mrs. Helen Smith, owner of Professional Security Agency Inc., (Co. Lic. 507) is in full compliance. Therefore, no further action is required unless we develop information in the future that suggest otherwise at which point we would audit her company, enter into a consent agreement if applicable and bring that information to the board for consideration.

**Board Counsel:** (Blake Arcuri, General Counsel) [08]

- Civil Injunction: LSBPSE v. Gorilla Proof Protection & Bruce Hamilton, has been filed in civil court in New Orleans is awaiting assignment.
- Civil Injunction: 25-3500: LA State Board of Private Security Examiners v. United 318 Security LLC & Kevin Jackson is set for hearing on April 27, 2026, at 09:30 4<sup>th</sup> JDC in Monroe.
- Blake is preparing a response to Judy Graffeo from Professional Security Training (PST). She sent the agency a demand letter concerning our requirement that all firearms instructors comply with our existing law, which mandates an NRA Law Enforcement (LE) certification. This requirement differs from the NRA Home Protection certification that 39 of our 59 instructors currently possess and have been using to teach in the private security industry for years.

**Legal Counsel:** (Attorney Graham Bosworth, Collections Attorney)

- Bosworth's Legal Counsel contract is ready for approval.

**Case Update** – We are still waiting on the court to set a court date.

**Legal Counsel:** (Attorney Lisa Henson, Promulgating LSBPSE Rules)

- The rewrite of the LSBPSE rules is ongoing. Ms. Henson emailed them to the agency on Monday, January 12, 2026, and they are now under review by the LSBPSE staff and industry stakeholders. LSBPSE WAE Attorney Stephen Quidd is responsible for preparing the fiscal impact statements. If everything goes as planned, these rules may be posted for public review and comment on March 20, 2026.

**Board Ethics Committee:** (Ethics Board Chair, Ritchie Rivers)

- Nothing to report.

**Board Investigative Committee:** (Board Chair, Ritchie Rivers)

- Nothing to report.

**Board Legislative Committee:**

- There were two working group meetings, one on August 27, 2025, and the other on November 19, 2025, both were held at the agency.

**Board Training Committee:**

- Nothing to report.

**Complaints / Investigations:**

- On January 15, 2026, the agency received an anonymous complaint regarding an unlicensed private contract security company, Lemontree Healthcare Services LLC, providing services at Glenwood Regional Medical Center in Monroe, LA. On January 20, 2026, we issued a Cease & Desist Order to Lemontree Healthcare Services LLC and advised Dr. Mark Boersma, the CEO/CMO of Glenwood Regional Medical Center, of the unlicensed private contract security activity. Later that same date, the unlicensed private contract security company was removed from the premises, and the company is no longer providing services to the hospital facility.

**Legislation:**

- On-going and pending the 2026 legislative session.

**Private Security Industry:**

- Number of active, licensed companies to date: active- 232 and inactive- 237
- Number of registered instructors to date: classroom only-70 and classroom and firearms-39
- Number of registered security officers to date: 16,547

**Licenses issued since meeting on 11/19/25:** (Julie Fisher, Licensing Analyst 2)

**Qualifying Agents:**

- None

**Companies: (5)**

- Security & Safety Associates of Louisiana LLC – 12/12/25
- Valere Security LLC – 12/12/25
- ZF Collective LLC – 12/12/25
- Palacios Marine & Industrial Coatings, Inc. - 12/22/25
- Warfield Investigative Services LLC – 1/22/26

**Instructors: (1)**

- Jody Smith – Classroom & Firearms In-House & External – 11/20/25

**Compliance Unit:** (Stephanie Richardson, Compliance Investigator 3)

- All 2024 compliance audits are complete
- On January 13, 2026, we launched instructor observations for all classroom instructors in the industry.

**Post Check:**

- Nothing to report.

**Training:**

- Logan Berthelot is establishing S.O.S.T office hours for the new 1st- and 2nd-level 8-hour training curriculum, providing instructors and company owners with additional information and clarification on any material.

**Facility Upgrades / Needs:**

- We had to replace a camera twice on the southeast corner of the building because something chewed through the wire in the void space above the ceiling.

**COOP Plan Overview:**

- Completed / semi-annual review required.

**ORM Claim Overview:**



- Nothing to report.

**OIG Update:**

- Nothing to report.

**Incident(s):**

- Nothing to report.