

**LOUISIANA STATE BOARD OF
PRIVATE SECURITY EXAMINERS**
SPECIAL MEETING MINUTES

Date: September 29, 2021
Time: 11:00 AM
Location: LSBPSE Headquarters
via Zoom

MINUTES

I. Call to Order

The meeting was called to order by Chairman Ford at 11:03 AM.

II. Roll Call

Chairman Ford asked Ms. Bourke to call the roll of the Board.

Jason Bourgeois	✓ Present
Dynette Burke	✓ Present
Chairman Scott Ford	✓ Present
Mark Leto	✓ Present
Donny Pitts	✓ Present
Ritchie Rivers	✓ Present
Vice-Chair Ed Robinson	✓ Present
Lameika Washington	✓ Present
Jason Wilbur	✓ Present

A quorum of the Board was determined.

Also present were Interim Executive Secretary, Bridgette Hull; Board Attorney, Wayne “Ron” Crouch; Admin Coordinator and Board Secretary, Shanna Bourke.

Other agency staff members present for the meeting by logging into the Zoom meeting

were Cindy Eidson, Compliance Inspector; Wendy Aldridge, Compliance Inspector & Supervisor; Stephanie Richardson, Compliance Inspector & Supervisor; Renee Rochester, Compliance Inspector; Kim Hampton, Compliance Inspector; Sharon Vallery, Admin Coordinator; Allison Salamoni, Compliance Inspector; Khadijah Hamilton, Admin Coordinator; Brandy Singletary, Admin Coordinator & Legal Assistant; Julie Fisher, Compliance Inspector; and Baret Savoie, Field Compliance Inspector.

Also signed into the meeting were members of the public.

Ms. Bourke recorded the meeting minutes.

III. Pledge of Allegiance

Ms. Hull led the Pledge of Allegiance.

IV. Update from the Legislative Committee

Ms. Washington, Committee Chair, gave an update and stated that Jason Bourgeois had indicated he would like to be on the committee. Mr. Bourgeois asked for a more detailed update, including how many committee meetings have already taken place.

Ms. Washington stated that no meetings have taken place yet and that they would like more board members to be involved. Chairman Ford added Mr. Bourgeois to the legislative committee, for a total of four committee members.

Attorney Crouch stated he was available to the committee and board members to help with the legislative rewrite process.

Ms. Burke and Mr. Bourgeois suggested putting something on the LSBPSE website that would allow people in the industry to email in their suggestions for the legislative rewrite.

Attorney Crouch stated that, if nothing else in the rewrite makes it into this legislative session, they have to get language in the law that specifically says our agency is authorized to access the federal FBI fingerprint system. The FBI requires this and the agency has been dinged for it already on an audit and LA State Police has stated it must be done or the agency will be cut off from receiving federal background reports on fingerprints.

Chairman Ford gave up his spot on the committee for anyone else that would like to take it. Ms. Burke took him up on this offer and became part of the legislative committee.

Committee members are now: Chair Lameika Washington, Jason Bourgeois, Ed Robinson,

and Dynette Burke.

Public Comment

Mr. Steven Reffit with Allied Universal made the public comment:

“Hello, just representing Allied Universal and, of course, we’re all interested in this working out well so I just wanted to mention that we’re happy to be part of this process and interested.”

V. Executive Session

Chairman Ford asked that a vote be called to go into executive session.

Roll-call vote to go into executive session:

Mr. Bourgeois	Yes
Ms. Burke	Yes
Chairman Ford	Yes
Mr. Leto	Yes
Mr. Pitts	Yes
Mr. Rivers	Yes
Vice-Chair Robinson	Yes
Ms. Washington	Yes
Mr. Wilbur	Yes
Ayes: 9	Nays: 0

The motion was carried.

Executive (Closed) Session began at 11:33 pm.

Special Board Meeting (Open) reconvened at 12:40 pm.

Ms. Burke made a motion, based on what the members learned this day, that the purported contract between this board and ProtaTECH involving the use of SORT Louisiana for online training be deemed unenforceable since the contract was never approved by the board and then-Executive Secretary Fabian Blache III had no authority to enter into such a contract without the board’s approval.

Motion by: Dynette Burke

Seconded by: Jason Bourgeois

Roll-call vote to make the contract with ProtaTECH unenforceable:

Mr. Bourgeois	Yes
Ms. Burke	Yes
Chairman Ford	Yes
Mr. Leto	Yes
Mr. Pitts	<i>Not present</i>
Mr. Rivers	Yes
Vice-Chair Robinson	Yes
Ms. Washington	Yes
Mr. Wilbur	Yes
Ayes: 8	Nays: 0

The motion was carried.

VI. Decisions on SORT Louisiana online training

- **Whether SORT online training will no longer be valid or accepted**

Mr. Bourgeois made a motion that we no longer accept SORT online training to be valid or acceptable as certification from this point forward.

Motion by: Jason Bourgeois

Seconded by: Ritchie Rivers

A short discussion ensued on clarity about the motion.

Roll-call vote to no longer accept SORT online training as valid:

Mr. Bourgeois	Yes
Ms. Burke	Yes
Chairman Ford	Yes

Mr. Leto	Yes
Mr. Pitts	<i>Not present</i>
Mr. Rivers	Yes
Vice-Chair Robinson	Yes
Ms. Washington	Yes
Mr. Wilbur	Yes
Ayes: 8	Nays: 0

The motion was carried.

○ **How to handle guards/others that have taken SORT online training**

Mr. Robinson made a motion that training certificates for guards that had already completed training be accepted until an alternative online training be established and that the board be liable for those that have to go to classroom instruction.

Mr. Bourgeois asked to amend the motion and/or offer some clarity to it. He asked that, rather than it be open-ended until such time as an alternative is found, a concise determination be made and that any certificates issued prior to today (September 29) will be honored until that guard’s renewal is up, at which time the guard will have to retake training.

Mr. Robinson withdrew his motion to accept Mr. Bourgeois’s amendment as the motion.

Motion by: Jason Bourgeois
 Seconded by: Dynette Burke

Roll-call vote that all online training before today be considered valid until it is time for renewal:

Mr. Bourgeois	Yes
Ms. Burke	Yes
Chairman Ford	Yes
Mr. Leto	Yes
Mr. Pitts	<i>Not present</i>
Mr. Rivers	Yes

Vice-Chair Robinson	Yes
Ms. Washington	Yes
Mr. Wilbur	Yes
Ayes: 8	Nays: 0

The motion was carried.

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- **Whether to remove SORT online training links/information from LSBPSE website, and any LSBPSE documentation and/or social media**

Ms. Burke made a motion to remove SORT Louisiana information.

Mr. Bourgeois asked to amend the motion that SORT Louisiana remove any mention of the board/LSBPSE from their website. Ms. Burke agreed with the amendment.

Chairman Ford called a vote on the amended motion.

Motion by: Dynette Burke
 Seconded by: Ritchie Rivers

Roll-call vote on amended motion to ask SORT Louisiana to remove all mention of LSBPSE from their website:

Mr. Bourgeois	Yes
Ms. Burke	No
Chairman Ford	Yes
Mr. Leto	Yes
Mr. Pitts	<i>Not present</i>
Mr. Rivers	Yes
Vice-Chair Robinson	No
Ms. Washington	Yes
Mr. Wilbur	Yes
Ayes: 6	Nays: 2

The amended motion was carried.

Roll-call vote on motion to remove SORT Louisiana from LSBPSE website, documentation, social media, etc.:

Mr. Bourgeois	Yes
Ms. Burke	Yes
Chairman Ford	Yes
Mr. Leto	Yes
Mr. Pitts	<i>Not present</i>
Mr. Rivers	Yes
Vice-Chair Robinson	Yes
Ms. Washington	Yes
Mr. Wilbur	Yes
Ayes: 8	Nays: 0

The motion was carried.

○ **Decision to create and wording of notice to send out to industry on decisions made concerning SORT online training**

Ms. Burke made a request to allow the Executive Secretary to draft an email to send out to the industry notifying them. Chairman Ford agreed and the board decided it did not need to be put to a vote.

○ **Public Comment**

None.

Ms. Burke wanted it to be noted that SORT online training is not valid because it was never approved by the Board in the past. Chief Ford asked that a notice be sent out to the industry notifying them by the end of the day. Mr. Bourgeois reiterated that the motion he made was for the date so today (September 29) will not be recognized. Only training completed yesterday, September 28 – and nothing after – will be recognized as valid.

Ms. Burke asked about forming the training committee. Chairman Ford asked members who are interested in being on the committee to email him and he will

put it together.

VII. Discussion on Executive Secretary position

Mr. Bourgeois asked to offer clarity, as he asked for the agenda item. Looking at what “fell apart” previously and based on the fact that the rules do not really give what the specific duties are [that an executive secretary should do/answer to the board for], there is no way for the board to measure what is effective and what is not. An objective measure that everyone agrees on, and that accountability can be based on, was his intention with adding the full agenda item (#6).

He also wanted the board to formally make a decision on the position since they had recently fired someone from it, and to create a succession plan because there currently is not one in place.

Once it is determined what the board wants of that person, then the determination is what that person is worth to the board and what the due compensation is.

Chairman Ford pointed out that the board had already appointed an Interim Executive Secretary with Ms. Bridgette Hull, who was performing exemplary, and had done so for several months through a pandemic, a hurricane, and many other issues. However, Chairman Ford agreed that a human resource committee and/or policy and governance committee were extremely important for any board and would like to see these created. He planned to create these committees and get the information out to the other board members.

Mr. Bourgeois pointed out that they only talked about Ms. Hull as “interim” and felt it was not concrete and did not want anyone to undermine that in any capacity.

Chairman Ford made a motion to appoint Bridgette Hull as the new Executive Secretary.

Motion by: Chairman Ford
Seconded by: Jason Bourgeois

Mr. Leto started a discussion about tabling the vote on a new executive secretary until the start of next year with Ms. Hull remaining in the interim position. Mr. Bourgeois pointed out that it was not a contract position or binding decision so it could be revisited in January even if a formal vote was made today.

Roll-call vote to appoint Bridgette Hull as Executive Secretary:

Mr. Bourgeois	Yes
Ms. Burke	Yes
Chairman Ford	Yes
Mr. Leto	Yes
Mr. Pitts	<i>Not present</i>
Mr. Rivers	<i>Not present</i>
Vice-Chair Robinson	No
Ms. Washington	Yes
Mr. Wilbur	Yes
Ayes: 6	Nays: 1

The motion was carried. Bridgette Hull is the Executive Secretary.

Chairman Ford asked that they discuss due compensation for the Executive Secretary. Chairman Ford suggested starting at \$85,000 [annual salary] as compensation. Mr. Leto asked to clarify whether that includes benefits. Chairman Ford amended his proposed motion to compensation being \$85,000/year salary which includes retirement and medical.

Attorney Crouch pointed out that the previous executive secretary had a \$500/month car allowance. Chairman Ford stated a \$300/month car allowance seemed more appropriate.

Chairman Ford made the motion to compensate the new executive secretary with \$85,000/year salary, which includes benefits, and a maximum \$300/month car allowance.

Motion by: Chairman Ford
 Seconded by: Dynette Burke

Roll-call vote to approve stated compensation for new executive secretary:

Mr. Bourgeois	Yes
Ms. Burke	Yes
Chairman Ford	Yes
Mr. Leto	Yes
Mr. Pitts	<i>Not present</i>
Mr. Rivers	<i>Not present</i>
Vice-Chair Robinson	Yes
Ms. Washington	Yes

Mr. Wilbur	Yes
Ayes: 7	Nays: 0

The motion was carried.

Chairman Ford pointed out the last item, creating a succession plan, will be covered by the aforementioned committees, which he will be putting together. No further action needed.

No public comment.

VIII. Public Comments/Questions

The agency staff thanked the board members for appointing Ms. Hull and let them know they were very happy with that choice.

IX. Adjournment

Chairman Ford asked for a motion to adjourn the meeting.

A motion was made to adjourn.

Motion by: Mr. Bourgeois

Seconded by: Ms. Burke

Ayes: 8 Nays: 0

The motion was carried.

Chairman Ford adjourned the meeting at 1:42 pm.

MINUTES CERTIFICATION

Proposed minutes respectfully submitted,



Secretary / Recording Secretary

10/04/2021

Date

Reviewed & certified by,



Bridgette Hull / Interim Executive Secretary

10/04/2021

Date