

**MINUTES OF THE
PRIVATE PROTECTIVE SERVICES BOARD SPECIAL MEETING
JULY 27, 2017
PRIVATE PROTECTIVE SERVICES OFFICE
3101 INDUSTRIAL DRIVE, SUITE 104
RALEIGH, NORTH CAROLINA 27609**

BOARD MEMBERS PRESENT

Eric Weaver - Chairman
David Arndt
Ed Cobbler
Clyde Cook
Richard Epley
Marcus Benson
William MacRae
Brian Lowman
William Fletcher

BOARD MEMBERS ABSENT

Larry Proctor
Dustin Greene
Ed Cobbler
Steve Johnson
Bud Cesena

STAFF PRESENT

Wayne Woodard – Interim Director
Phillip Stephenson – Field Services Supervisor
Jeff Gray – Attorney
Garcia Graham – PPSB Board Secretary
Shannon Thongkheuang - Registration Supervisor
Shere McClamb - IT Business Systems Analyst

Mr. Weaver called the July 27, 2017, Telephone Conference Meeting of the Private Protective Services Board to order at 3:00 p.m., followed by roll call.

Attorney Jeff Gray explained the State Ethics Act, which addresses the ethics of public officials. This Act states specifically that if any Board Member has any conflict of interest, potential conflict of interest, or the appearance of a conflict, he or she should remove themselves from deliberation and vote on that matter and so state on the record.

Mr. Woodard opened the meeting by stating the purpose of the meeting was to update all members on the status of the Permittum project and to discuss a recommended plan for moving forward. Mr. Woodard advised the Board that Staff conducted “smoke” testing with the Permittum system on July 10-12th. As a result of the merger of Allied-Barton and Universal, the new company Allied-Universal, needed to transfer all of the Allied guards to them. The staff received hundreds of applications and upon initial review, it was determined the applications were not correct and complete. A decision was made to utilize Allied-Universal as the primary company for this testing and allow their staff to enter applications into the Permittum system because of the volume

of applications. Several other companies were invited to attend.

Following this initial successful testing, the staff, IT personnel and Permitium believe we should move to an official testing session. August 8, 2017 is the next proposed date to expand the testing with six (6) to eight (8) companies and we would then have an update at the August Board meeting.

Shere McClamb addressed the Board members regarding the current data in PPS2000 and stated that PPS has several options regarding cleaning the data. Option one was to normalize the data, option two was have the vendor clean the data, or have each company clean their own data.

Mr. MacRae stated that the Board should explore all options regarding how to clean up the data before moving forward and prior to transferring same from PPS2000 to Permitium.

Mr. Woodard also advised that the test companies are currently paying the transaction fee and Permitium is in the process of setting up an escrow account for our use. Funds will be deposited into that account weekly by Permitium and we will transfer to PPS Accounts and reconcile on a weekly basis.

Mr. Gray stated that if the company volunteers to pay the transaction fee during testing, there is no liability to PPS.

Shere stated that Permitium has agreed to do You Tube video training around the State when they go live with the Permitium system.

David Arndt expressed his concerns with the Permitium team not responding back in a timely manner to company and PPS staff's e-mails regarding issues during testing.

MOTION BY MR. ARNDT TO GO AHEAD WITH THE 6 TO 8 COMPANIES FOR TESTING BUT SET NO FUTURE DATES FOR TESTING UNTIL THE CURRENT ISSUES HAVE BEEN ADDRESSED AND CORRECTED. ALSO, PERMITIUM IS TO HAVE SOMEONE ONSITE WHILE TESTING AND AFTER GO LIVE. SECONDED BY MR. BENSON; MOTION CARRIED.

MOTION TO ADOJOURN BY MR. ARNDT; SECONDED BY MR. FLETCHER; MOTION CARRIED.

Adjourned 4:17 PM

W. Wayne Woodard, Interim Director

Garcia Graham, Reporter