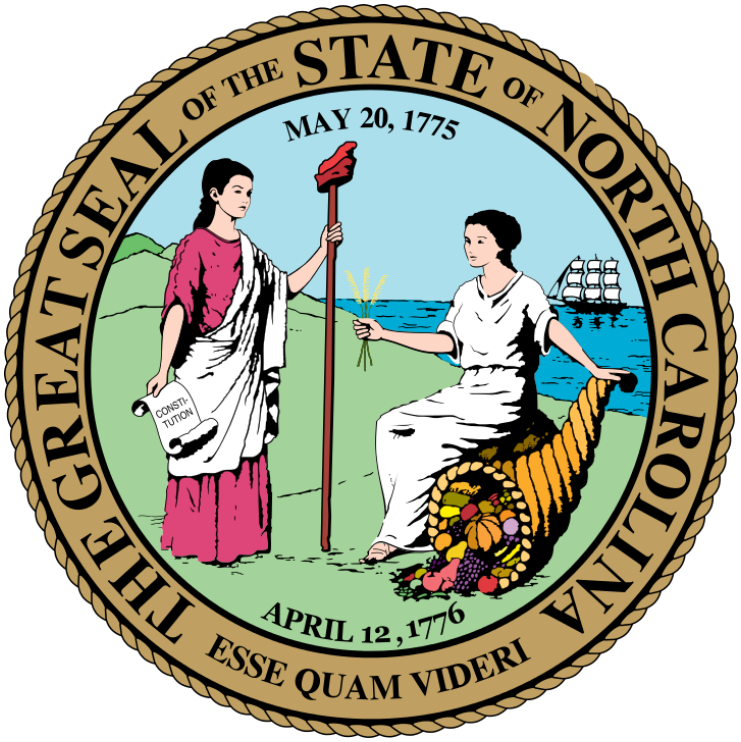
# NORTH CAROLINA
# ALARM SYSTEMS LICENSING BOARD

March 16, 2023

# DIRECTOR'S REPORT




**Paul Sherwin, Director**

# DIRECTOR'S REPORT


I. **PPS information and updates, page 3**
II. **Registration and licensing summary, page 4**
III. **FY23 budget summary, page 5**
IV. **FY23 budget graphics, page 6**

# PPS INFORMATION AND UPDATES

## Personnel

Private Protective Services currently has two vacant positions:

- Training Officer/Investigator – Recruitment in progress
- Investigator I (Registration)

Shane Kimble started with Private Protective Services as a registration processor on Monday, January 23, 2023. Shane is originally from Fredericksburg, Va., and began his career as a parole officer for the State of Ohio. From 2009 to 2021, Shane worked as a security guard and, later, as a security chief, for the North Carolina Aquarium at Roanoke Island. He relocated to Raleigh in 2021 and most recently worked as a loan compliance technician for the North Carolina State Employees' Credit Union and as a security guard for North Carolina Museum of Art. Shane holds a bachelor's degree in criminal justice from West Liberty University.

Rey Surillo started with Private Protective Services as a registration processor on Monday, March 6, 2023. Rey is originally from Madison, Wisconsin, and has many years of administrative and human resources-related experience. Notably, Rey worked previously as an advanced human resources assistant for the Wisconsin Department of Administration Division of Personnel Management from 2017 to 2022, and as an office management specialist for the Wisconsin Office of State Employment Relations from 2012 to 2017. Rey holds an associate degree in criminal justice from Madison College.

## Operations

### Registration Unit

- Registration applications received year-to-date: 780
    - Same period in 2022: 684

### Licensing Unit

- Licensing applications received year-to-date: 100
    - Same period in 2021: 75

### Investigations Unit

- License applicant background investigations completed year-to-date: 16
    - Same period in 2021: 16

- Complaint investigations completed year-to-date: 11
    - Same period in 2021: 6

# REGISTRATION AND LICENSING SUMMARY

**Total active in Permitium: 7,973**
**(+/- 0% from January 2023 meeting)**

| | | |
|---|---|---|
| **Registration** | | |
| | Alarm Registrant | 6926 |
| **Registration Total** | | **6926** |
| License | | |
| | Burglar Alarm Business | 1047 |
| License Total | | **1047** |

**Alarm Systems Licensing Board Financial Report**
**Fiscal Year-to-Date 2023**
**July 1, 2022 - February 28, 2023**

**ASLB Operating Fund Revenue and Expenditures**

| | |
|---|---|
| FY23 Revenue | $ 352,487.33 |
| FY23 Expenditures | $ (256,791.73) |
| FY23 Fund Balance Increase/(Decrease) | $ 95,695.60 |

**ASLB Operating Fund Cash Flow**

| | |
|---|---|
| Beginning Balance (July 1, 2022) | $ 835,930.70 |
| FY23 Revenue | $ 352,487.33 |
| FY23 Expenditures | $ (256,791.73) |
| Current Fund Balance | $ 931,626.30 |

**ASLB Education Fund Revenue and Expenditures**

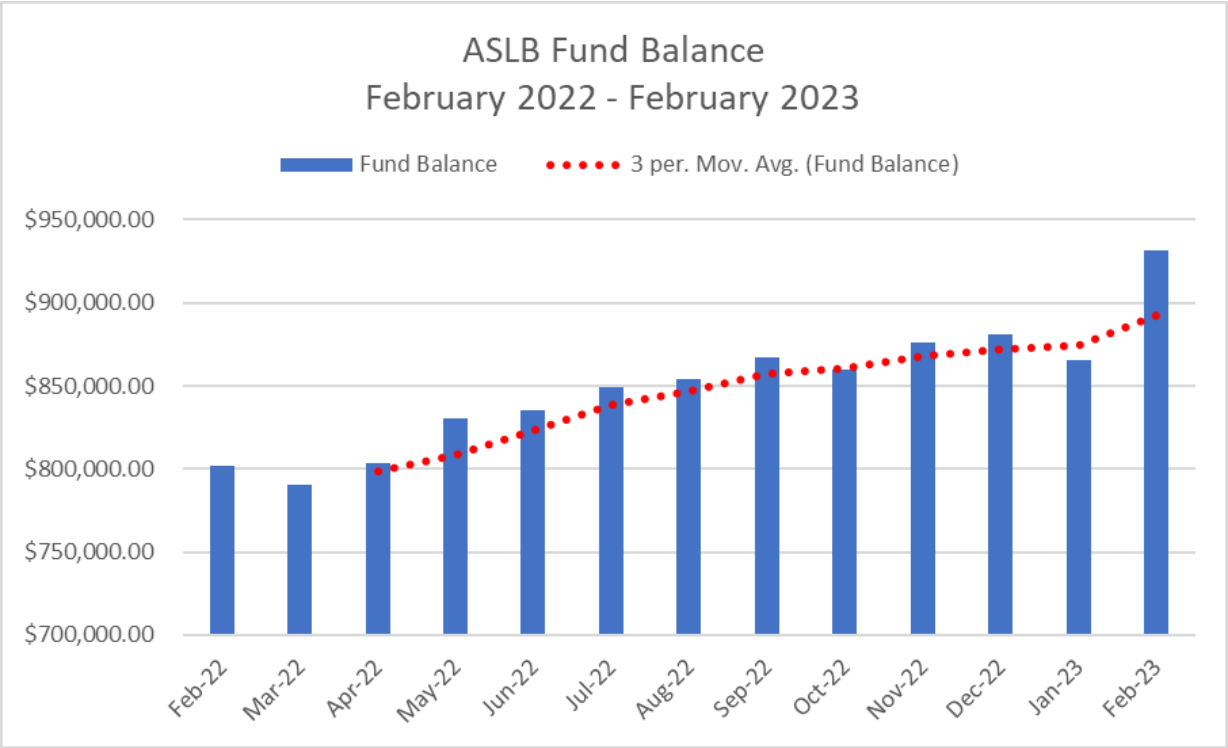
| | |
|---|---|
| FY23 Revenue | $ 2,077.66 |
| FY23 Expenditures | $ - |
| FY23 Fund Balance Increase/(Decrease) | $ 2,077.66 |

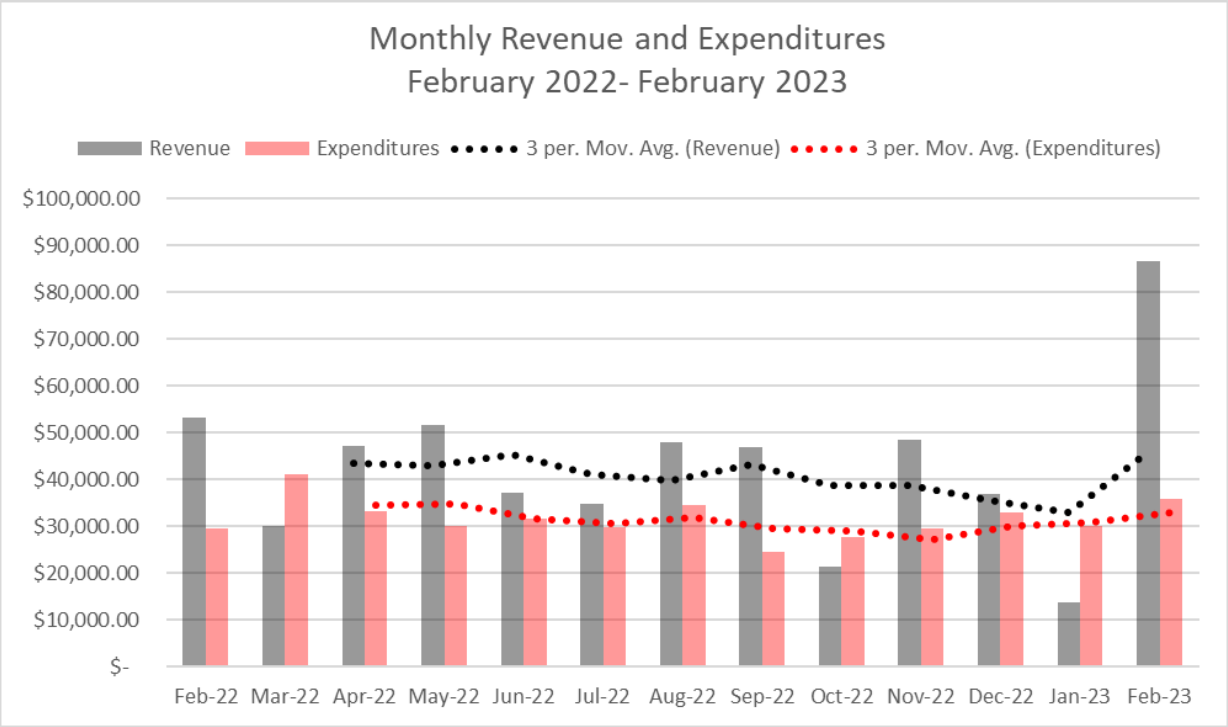
**ASLB Education Fund Cash Flow**

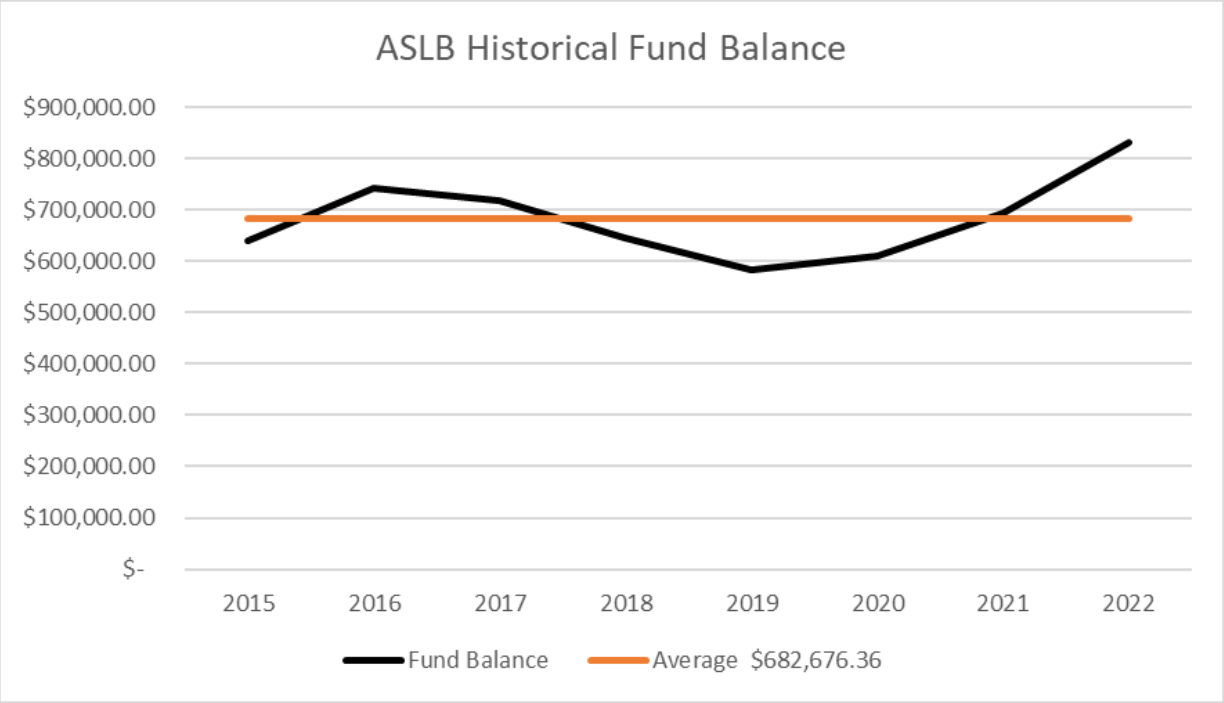
| | |
|---|---|
| Beginning Balance (July 1, 2022) | $ 94,767.41 |
| FY23 Revenue | $ 2,077.66 |
| FY23 Expenditures | $ - |
| Current Fund Balance | $ 96,845.07 |

Note: Beginning January 1, 2023, Private Protective Services, after consulting with officials from Permitium and the DPS Controller's Office, began a new Permitium revenue deposit procedure. Previously, revenue collected by Permitium was deposited into the Board's account on a weekly basis. This meant staff from PPS, Permitium, the Controller's Office, and the Budget Office were executing and verifying more than 100 deposits (at least 52 for the PPSB and at least 52 for the ASLB) each year. The frequency of deposits, combined with the manual data entry it requires, was found to be error-prone. Therefore, to reduce the liklihood of such errors, deposits will occur only once per month. This will cause the Board's revenue and fund balance to experience greater fluctuations on a month-to-month basis, as depicted in the budget graphics below. Revenue deposits will occur the month following when the revenue is collected. For example, Permitium revenue collected in February 2023 will be deposited into the Board's account no later than March 10, 2023.

# BUDGET GRAPHICS




ASLB Historical Fund Balance
$900,000.00
$800,000.00
$700,000.00
$600,000.00
$500,000.00
$400,000.00
$300,000.00
$200,000.00
$100,000.00
$-
2015
2016
2017
2018
2019
2020
2021
2022
Fund Balance
Average $682,676.36