**MINUTES OF THE**
**NORTH CAROLINA ALARM SYSTEMS LICENSING BOARD**

**DATE:** March 16, 2023

**TIME:** 1:00 P.M.

**PLACE:** Hampton Inn and Suites – Raleigh/Crabtree
3920 Arrow Dr.
Raleigh, NC 27609

**SUBMITTED BY:** Paul Sherwin, Director

**MEMBERS PRESENT**
Stephen Wheeler
Jim Crabtree
Mack Donaldson
Mary Wood
Caroline Brown

**MEMBERS ABSENT**
Larry Proctor
Robert Graham

**STAFF PRESENT**
Director Paul Sherwin
Attorney Charles McDarris
Field Services Supervisor Kim Odom
ASLB Board Secretary Syconda Marrow
Deputy Secretary Caroline Valand
Deputy Director Gary Bullard

**STAFF ABSENT**
Attorney Jeff Gray

**VISITORS**
Anthony Morrison
Gregory Hale
Kyle Randleman
Brisa Rivera
Charles Olson
Dale Martin
David Hudson
Dorian Dehnel
Dwayne Guerrero
James Nathanael Dunn-Jones
Kevin Ratcliffe
Faisal Ahmed
Madelyn Crews
Mark Lilly
Pamala McLean
Roberto
Steven Tichenor
Tom Stephenson
Alberto Vargas

The March 16, 2023, meeting of the North Carolina Alarm Systems Licensing Board was called to order by Chair Stephen Wheeler at 1:00 P.M.

Attorney Charles McDarris read the following statement:

> "In accordance with the State Ethics Act, it is the duty of every Board member to avoid both conflicts of interest and the appearance of conflict. If any Member has any known conflict of

interest or appearance of conflict with respect to any matter coming before this Board today, please identify the conflict or appearance of conflict and refrain from the deliberation and vote in that matter."

Chair Stephen Wheeler welcomed all guests.

**FINAL AGENCY DECISIONS**

None

**JANUARY 2023 MEETING MINUTES**

**JIM CRABTREE MADE A MOTION TO ACCEPT THE JANUARY 19, 2023, BOARD MEETING MINUTES. SECONDED BY CAROLINE BROWN. MOTION CARRIED. NONE OPPOSED.**

**COMMITTEE REPORTS**

Caroline Brown presented the Grievance Committee report. The Committee met on March 16, 2023, from 9:02 A.M. to 10:16 A.M. and heard a total of eight cases.

See attachment for the full Grievance Committee Report.

**JIM CRABTREE MADE A MOTION TO APPROVE THE GRIEVANCE COMMITTEE REPORT. SECONDED BY MARY WOOD. MOTION CARRIED. NONE OPPOSED.**

Jim Crabtree presented the Screening Committee report. The Committee met on March 16, 2023, from 11:01 A.M. to 11:41 A.M. to review a total of seven license applications and one registration denial appeal.

See attachment for the full Screening Committee Report.

**MARY WOOD MADE A MOTION TO ACCEPT THE SCREENING COMMITTEE REPORT. SECONDED BY MACK DONALDSON. MOTION CARRIED. NONE OPPOSED.**

Mack Donaldson presented the Training and Education Committee Report. Mr. Donaldson noted there were 22 continuing education course submissions, which included 13 new courses and 9 renewal courses. All continuing education courses were approved.

See attachment for the full Continuing Education Committee Report.

**JIM CRABTREE MADE A MOTION TO ACCEPT THE TRAINING AND EDUCATION COMMITTEE REPORT. SECONDED BY CAROLINE BROWN. MOTION CARRIED. NONE OPPOSED.**

**OLD BUSINESS**

None.

**NEW BUSINESS**

None.

**DIRECTOR'S REPORT**

Director Paul Sherwin presented the Director's Report. The report included information about personnel changes, the status of the Board's active licensees and registrants, and a Board finances update.

See attachment for the full Director's Report.

The Board asked Director Sherwin to evaluate Board meeting attendance and bring recommendations to the May 2023 meeting for how to verify virtual attendees are actively engaged in the meeting.

**JIM CRABTREE MADE A MOTION TO ACCEPT THE DIRECTOR'S REPORT. SECONDED BY CAROLINE BROWN. MOTION CARRIED. NONE OPPOSED.**

**ATTORNEY'S REPORT**

Attorney Charles McDarris delivered his Attorney's Report, which included updates about the status of consent agreements, pending administrative rules changes, and legislative updates.

See attachment for the full Attorney's Report.

**JIM CRABTREE MADE A MOTION TO ACCEPT THE ATTORNEY'S REPORT. SECONDED BY CAROLINE BROWN. MOTION CARRIED. NONE OPPOSED.**

**GOOD OF THE ORDER**

None.

**JIM CRABTREE MADE A MOTION TO ADJOURN. SECONDED BY MACK DONALDSON. MOTION CARRIED. NONE OPPOSED.**

Meeting Adjourned: 1:31 P.M.

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Paul Sherwin, Director

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Syconda Marrow, Board Secretary