



North Carolina Department of Public Safety

Private Protective Services

May 2025 N.C. Private Protective Services Board Meeting Hot Sheet

This summary highlights key points from the May meeting of the Board and its committees. Full meeting minutes and detailed committee reports will be available after Board approval at the next meeting on July 17, 2025.

Grievance Committee: 21 cases heard.

- Eight cease-and-desist orders issued to unlicensed or unregistered persons.
- Five letters of caution issued for failure to report criminal charges, lapse of insurance, failure to provide a client a report, and unlicensed activity.
- Two civil penalties assessed for unlicensed activity and other various violations.
- Two licenses revoked for various violations.
- One case settled with a consent agreement for registration violations.
- Many registration violations involve improper use or documentation of probationary unarmed security guards. To help:
 - Refer to Page 2 of the updated [Report of Probationary Unarmed Guard document](#) for an example employment timeline.
 - Refer to [guidance and requirements for the use of probationary or out-of-state guards](#).
 - Review Pages 9-10 of the [Registration Procedures Manual](#) for proper guidelines on probationary employee use.
- Other compliance tips:
 - PIs are required to provide a report to a client within 30 days of the client's written request. (See [74C-12\(a\)\(20\)](#))
 - Licensees, registrants and trainers are required to report to the Board when they have been charged, arrested or convicted of a crime. (See [74C-12\(d\)](#) and Rule [14B NCAC .16 .0110](#))
 - All firearms carried by licensees and registrants are required to be owned by or leased to the company (See [74C-13\(b\)\(2\)](#)). Company officials are encouraged to regularly inventory firearms and audit their assignments.

Screening Committee: Reviewed 60 license applications (comprised of: 20 PI, 13 Security Guard and Patrol, 12 Close Personal Protection, 5 PI Associate, 2 Courier, 3 Digital Forensics Examination, 2 Polygraph Examiner, 1 Guard Dog, 1 Electronic Countermeasures, 1 Armored Car).

- 56 licenses approved; 3 licenses denied; 1 application deferred

Law & Rules Committee:

- The Board gave final approval to several rule amendments that affect armed and unarmed security guard and armored car guard training documentation and requirements; and close

personal protection training requirements . The rule changes, which can be found [here \(pages 82-88\)](#), go into effect June 1, 2025.

- The Committee recommended the Board amend [Rule .0809](#) to allow any rifle caliber between .223 and .30 caliber. Board staff will draft an amendment to the rule and present it at a future meeting to the Board for consideration. (Referred from the Training & Education Committee)
- The Committee recommended the Board adopt a policy to clarify the definition of a “standard firearm,” found in Rule .0809. Specifically, the policy will state that custom-built weapons comprised of OEM parts may be used. Board staff will draft the policy and present it at a future meeting to the Board for consideration. (Referred from the Training & Education Committee)
- The Committee recommended the Board amend [Rule .0807](#) to require that the entire 20-hour armed security guard training course be completed within 14 consecutive days. Board staff will draft an amendment to the rule and present it at a future meeting to the Board for consideration. (Referred from the Training & Education Committee)
- The Committee recommended the Board amend its [Registration Violation Consent Agreement policy](#) to allow for the use of enhanced penalties for registration violations found during follow-up registration compliance audits. Board staff will draft the policy and present it at a future meeting to the Board for consideration.

Training & Education Committee:

- The Committee discussed a proposal from a licensee to change the Board’s firearms qualification course of fire to match the new course of fire being used by N.C. law enforcement officers. The Committee recommended the Board keep its [current course of fire](#).
- The Committee discussed the use of red dot sights or other optics on firearms. During prequalification and biennial recertification, firearms trainers must use iron sights only (no optics and no weapon-mounted lights). Security guards attending the initial 20-hour armed guard course must use iron sights only (no optics and no weapon-mounted lights). Optics and weapon-mounted lights are authorized for use on duty, and during annual requalification for armed security guards.
- The Committee recommended the Board translate all its trainer manuals into Spanish.
- The Committee recommended the Board approve and add the [Techno Security & Digital Forensics Conference](#) to the list of [pre-approved continuing education providers](#).
- The firearms trainer and unarmed guard trainer manuals are available for download [here](#). Printed copies may be purchased from the [N.C. Justice Academy bookstore](#).
- The 2025-2026 schedule for unarmed and firearms trainer certification courses is available [here](#).

Other Board Discussion Points, Industry References & Reminders:

- Board policies and informational memorandums are available [HERE](#).
- Board meeting minutes and Hot Sheets are available [HERE](#).

- Public comment for several [administrative rule amendments](#) is being accepted through June 30.
- The Board is hiring two Raleigh-based registration processors. Salary recruitment range is \$37,782.00 - \$43,560.00. Applications are being accepted through May 28. [Apply here](#).

Upcoming Events:

- June 3-5, [Techno Security & Digital Forensics Conference](#), Wilmington (CE approved)
 - Director Sherwin, Investigator Batton and Board members Jerry Pitman, Suzanne Creech and Candace Ratliff attending
- June 11, [Leadership in the Security World](#), Asheville (CE eligible)
- July 17, PPSB Meeting, Raleigh (2 hours CE)
- September 18, PPSB Meeting, Raleigh (2 hours CE)
- September 18, PPSB Industry Training, Raleigh (4 hours CE)
- Oct. 8-10, [International Association of Security and Investigative Regulators Conference](#), Kansas City, MO (CE approved)
- Oct. 21-22, [N.C. Association of Private Investigators Conference](#), Atlantic Beach (CE approved)
- Dec. 3-5, [IPSB Close Protection Conference](#), Charlotte (CE approved)