

REGULATORY AFFAIRS

What's New IN THE LATEST NOTICE Update *Reminder Status*

January 2013

STAFF UPDATE

Compliance and Enforcement Manager

On June 25, 2012, **Thomas Clarke, III** joined the Division of Regulatory Affairs as the Compliance and Enforcement Manager. Mr. Clarke brings over three decades of broad law enforcement experience gained in the city of Richmond and the Department of Agriculture and Consumer Services. He has led investigations for the Secretary of *Administration*, and the Office of the Commonwealth Attorney. He is an expert consultant for trial preparation, investigations and grand jury presentations with specialized assistance to area law enforcement agencies. Mr. Clarke has completed Criminal Justice coursework at Virginia Union University, Bluefield College and the FBI Academy in Quantico, Virginia, and also is a graduate of CMI Commonwealth Management Institute.

Training Coordinator

On October 10, 2012, **Marie P. Baugh** joined the Division of Regulatory Affairs as the Training Coordinator. Ms. Baugh served in the U.S. Army for twenty years and retired as a Senior Non-Commissioned Officer. She served our nation as a Recruiter, Instructor, and Paralegal Specialist. Ms. Baugh holds a Bachelor of Science Degree from Excelsior College in Liberal Arts and a Master of Arts in Education from Trident University in Training Development. She is currently enrolled in the Doctoral Degree program at Grand Canyon University.

Ms. Baugh's military and civilian education, and civilian training includes the Primary Leadership Development Course, Basic Non-Commissioned Officer Course (27D MOS), Advance Non-Commissioned Officer Course (27D), Instructor Training Course, Advanced Paralegal Course, System Approach to Training Course, Recruiting and Retention Course, Microsoft Certification Course.

Ms. Baugh's career highlights include assignments as Trial Defense Platoon Sergeant Camp Casey, Korea; Paralegal Specialist Instructor Fort Jackson, South Carolina; U.S. Army

Recruiter Fort Knox, Kentucky; State of Texas Legal Assistance NCOIC Austin, Texas; National Guard Recruiter Chesterfield County, Virginia; Army Logistics University Operations Officer Fort Lee, Virginia; and Senior Case Technician Social Security Richmond, Virginia.

Ms. Baugh has earned many awards during her military career. Her awards include the Meritorious Service Medal, Army Commendation Medal, Army Achievement Medal, Army Good Conduct Medal, National Defense Service Medal, Global War on Terrorism Service Medal, Korean Defense Service Medal, NCO Professional Development Ribbon (3 Device), Army Service Ribbon and the Overseas Service Ribbon (3 Device), Drivers Badges (Wheeled Vehicles).

THE DEPARTMENT OF CRIMINAL JUSTICE SERVICES ANNOUNCES NEW BOARD MEMBER

We are pleased to announce the re-appointment of John W. Hall, III to the Private Security Services Advisory Board.

John W. Hall, III is the President and Co-owner of American Security Group, LLC, ASG Investigations and ASG Training Services based in Richmond, Virginia; specializing in private security and investigations since 1994. He was formerly employed by Allied Medical Supply, as an Account Executive. Mr. Hall holds a Bachelor of Science degree in Marketing and is a member of the Western Henrico Ducks Unlimited Committee.

Mr. Hall's decision to seek reappointment is inspired by his aspiration to serve our community by continuing to be involved while providing feedback and communication to the industry's professionals and assist with regulatory oversight and suggestions. Mr. Hall brings more than 17 years of experience in the Private Security industry to the reappointment of Private Security Services Business Representative.



REGULATORY UP-DATES

The Criminal Justice Services Board voted to adopt the amendments to the Regulations Relating to Private Security Services at the December Board meeting. The final regulatory package has been submitted for executive review pursuant to the Administrative Process Act. Please register on the Virginia Town Hall website to ensure timely notifications of all regulatory actions.

(www.townhall.virginia.gov)

CUSTOMER SERVICE REMINDERS and UPDATES

As of November 1, 2012, DCJS no longer accepts online applications for licensing and certification for private security, bail bonds, bail enforcement agents, and special conservators of the peace. This change will eliminate many of the problems experienced with the old system, and allow DCJS staff to focus on efficiently processing your requests for licensure and certification.

We are processing requests for licensure and certification in paper format only. The licensure and certification forms, documentation, and training have not changed. The only change is that you are no longer able to send forms to DCJS electronically through the ROCS system. You must send us completed applications by mail, fax, and as attachments to email.

The forms and step-by-step instructions on our website for becoming licensed and/or certified have been re-written and updated for clarity. We have also updated the various fax, mail, and email addresses for submitting completed applications.

These changes enable DCJS to focus on moving forward to a more user-friendly and reliable licensure and registration system that will meet your expectations. All other on-line tools remain available. These tools include the ability to verify credentials, check the status of pending applications, obtain DCJS ID # and utilize the Osprey Training Roster system.

Please refer to the regulatory webpage at

<http://www.dcjs.virginia.gov/pss/> for updated forms and application submission information.

You as a stakeholder have an important role in assisting the DCJS Division of Regulatory Affairs with achieving our service goals. Please use the following checklist to ensure that you receive timely and accurate customer service.

- ☐ **Provide Accurate and Complete Information** – have identification available, contact your Compliance Agent/Training School, ensure applications are submitted completely and accurately.
- ☐ **Maintain accurate contact information** – mailing address and email address.
- ☐ **Adhere to renewal dates** – ensure that applications and training are submitted in sufficient time to ensure proper renewal (30 days in advance).
- ☐ **Respond to requests for additional information** – respond as quickly as possible to any issues raised, such as supplying additional criminal history information or classified fingerprints.
- ☐ **Make appointments** – if you need to visit the DCJS regarding a complex matter, please try to make an appointment to ensure that the appropriate staff will be available and any necessary preparations were conducted.
- ☐ **Feedback** – provide comments and or suggestions regarding the service you receive so that the DCJS Division of Regulatory Affairs can continue to evaluate services.

REGULATORY AFFAIRS PROCESSING STATISTICS

(April 1, 2012 through June 30, 2012 inclusive) 2nd Quarter

By License Type

License Type	Initial Application				Renewal Applications		
	Initial Applications Received	Unarmed Issued	Armed Issued	TOTAL ISSUED	Unarmed Renewed	Armed Renewed	TOTAL RENEWED
BB Bail Bondsman	10	9	2	11	20	3	23
BE Bail Enforcement Agent	9	5	11	16	2	8	10
BU Business	79	91	0	91	206	0	206
CA Compliance Agent	102	99	0	99	251	0	251
CP Special Conservator of the Peace	52	17	13	30	68	117	185
IN Instructor	26	35	0	35	55	0	55
RE Registration	3553	2087	696	2783	2316	927	3243
SC School	4	6	0	6	14	0	14
Totals	3835	2349	722	3071	2932	1055	3987

Application Intake

Intake	Initial Applications	Renewal Payments	Total
Manual	3555	3014	6569
Online	280	1682	2720
Total	3835	4696	8531
% Online	7.30	35.82	31.88

Photo IDs Issued

Armed	3713
Unarmed	5055
Total	8768

Criminal History Reviewed and Processed

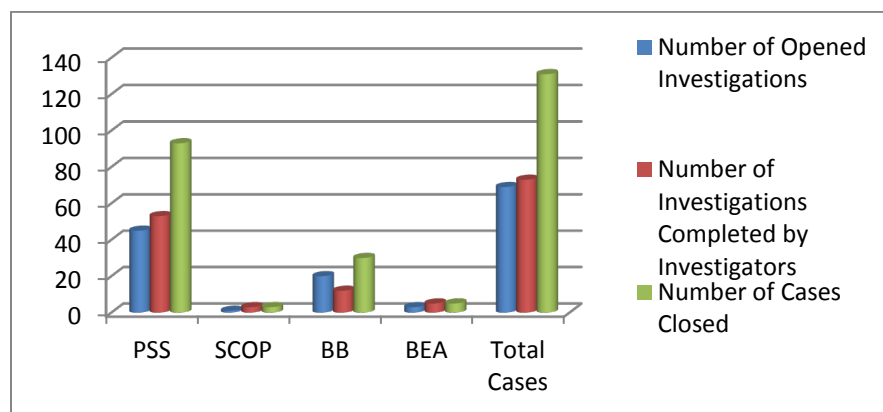
Canceled	370
Approved	4197
Denied	94
Total	4661

Total Fingerprint Cards Scanned
4108

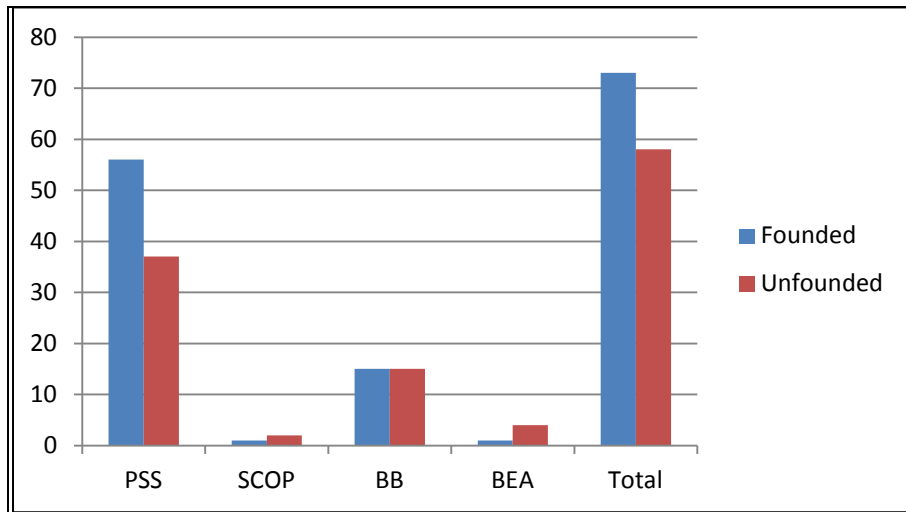
COMPLIANCE/ENFORCEMENT STATISTICAL DATA

The statistical data below is from April 1, 2012 through June 30, 2012. When reviewing the graphs the following acronyms are being used: PSS—Private Security Services, SCOP—Special Conservators of the Peace, BB—Bail Bondsmen, and BEA—Bail Enforcement Agents.

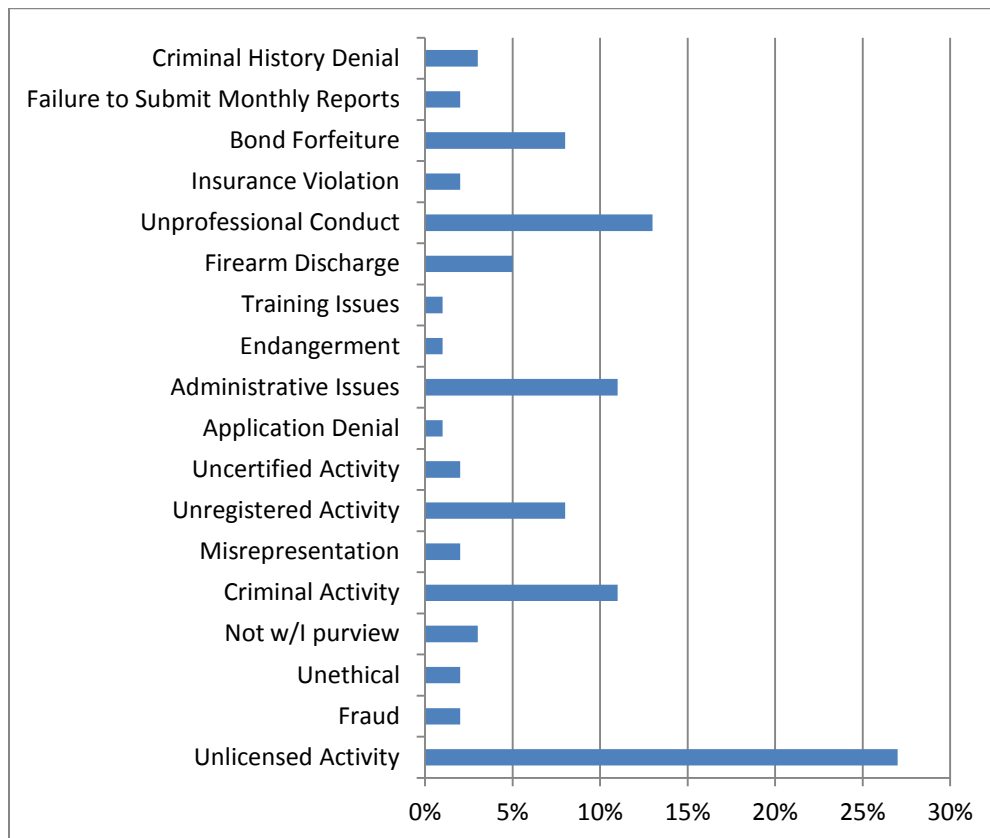
- There were **69** newly opened investigative cases. The Enforcement Unit completed **73** investigations. The department closed a total of **131** cases. The following graph illustrates a breakdown for each program.



- Out of the **131** cases closed, there were **73** founded cases and **58** closed unfounded. The graph below illustrates a breakdown for each program.



CLOSED CASES WITHIN THE NATURE OF INVESTIGATIONS



Adjudication

- The Division finalized the revocation of 9 credentials based on criminal activity by the respondent, which resulted in their ineligibility to continue to provide regulated services in the Commonwealth of Virginia.
- A total of 53 consent orders were issued for violations of the *Virginia Code* and/or Administrative Code.
- Eight Informal Fact-Findings Conferences were conducted, three were for application denials and five were for disciplinary sanctions.

CEASE AND DESIST ORDERS — SUMMARY SUSPENSIONS — REVOCATIONS

CEASE AND DESIST ORDERS

Taylor Security and Lock Company, Inc. conducted unlicensed locksmith services. A cease and desist order was issued.

FiberCat Communications, LLC conducted unlicensed electronic security services. A cease and desist order was issued.

SD Protection, Inc. conducted unlicensed security officer services. A cease and desist order was issued.

Video Verification Security conducted unlicensed electronic security services. A cease and desist order was issued.

Keybits Lock and Key conducted unlicensed locksmith services. A cease and desist order was issued.

Jermaine B. Fleming conducted unlicensed security officer services and unregistered activity. A cease and desist order was issued.

Justin E. Moore conducted unlicensed security officer services and unregistered activity. A cease and desist order was issued.

Thor Jr., Inc. conducted unlicensed private security services business. A cease and desist order was issued.

Ciber Incorporate conducted unlicensed electronic security services business. A cease and desist order was issued. *Compliance Obtained: Ciber Incorporated is currently licensed as a private security services business.*

Nations Capitol Students Services, LLC conducted unlicensed private security officer services business. *Compliance Obtained: Nations Capitol Students Services, LLC is currently licensed as a private security services business.*

Power Concepts, Inc. conducted unlicensed electronic security services. A cease and desist order was issued. Power Concepts, Inc. did become licensed. Currently the business license is expired.

Hercules Safe & Lock, Inc. conducted unlicensed locksmith business. A cease and desist order was issued. *Compliance Obtain: Hercules Safe & Lock, Inc. is currently licensed as a private security services business.*

Nimrod Toledano conducted unlicensed locksmith services. A cease and desist order was issued.

Paul R. Boltz conducted unregistered locksmith services. A cease and desist order was issued.

Corey Crittendon conducted unregistered activity. A cease and desist order was issued.

REVOCATIONS

Richard Ferguson, Sr. was registered as an unarmed security officer. Richard Ferguson, Sr. registration was revoked for conducting unlicensed private security services.

The Department revoked nine (9) registrations based on criminal convictions.

SUMMARY SUSPENSIONS

The Department suspended four (4) Property Bail Bondsman licenses for failure to pay forfeitures. All suspensions were lifted once judgments with the courts were satisfied.

REGULATORY AFFAIRS PROCESSING STATISTICS
(July 1, 2012 through September 30, 2012 inclusive) 3rd Quarter

By License Type**Initial Application****Renewal Applications**

License Type	Initial Applications Received	Unarmed Issued	Armed Issued	Total Issued	Unarmed Renewed	Armed Renewed	Total Renewed
BB Bail Bondsman	14	9	4	13	13	2	15
BE Bail Enforcement Agent	17	5	5	10	3	4	7
BU Business	84	75	0	75	174	0	174
CA Compliance Agent	106	77	0	77	191	0	191
CP Special Conservator of the Peace	55	7	24	31	49	100	149
IN Instructor	25	15	0	15	67	0	67
RE Registration	3180	2152	594	2746	2184	773	2957
SC School	8	2	0	2	20	0	20
Totals	3489	2342	627	2969	29701	879	3580

Application Intake

Intake	Initial Applications	Renewal Payments	Total
Manual	3264	2550	5814
Online	225	1551	2554
Total	3489	4101	7590
% Online	6.45	37.82	33.65

Photo IDs Issued

Armed	2913
Unarmed	4817
Total	7760

Criminal History Reviewed and Processed

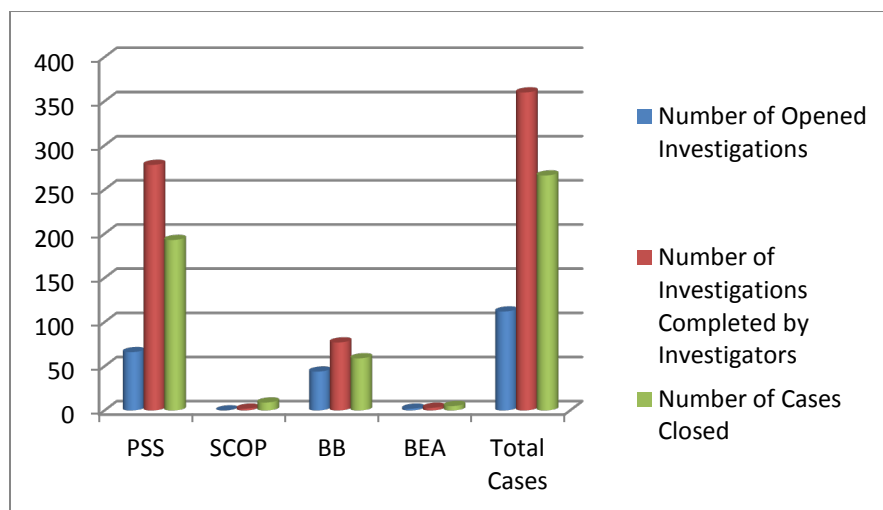
Canceled	191
Approved	3998
Denied	49
Total	4238

Total Fingerprint Cards Scanned
4371

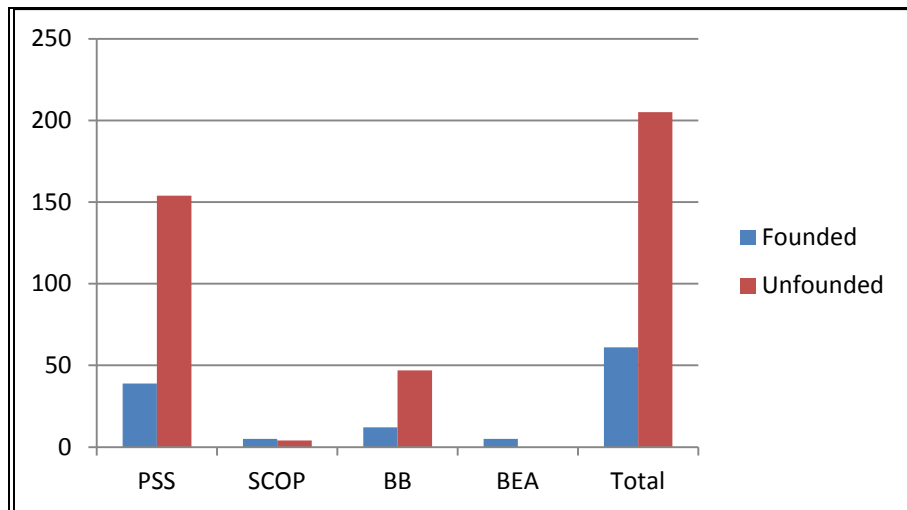
COMPLIANCE/ENFORCEMENT STATISTICAL DATA

The statistical data below is from July 1, 2012 through September 30, 2012. When reviewing the graphs the following acronyms are being used: PSS–Private Security Services, SCOP–Special Conservators of the Peace, BB–Bail Bondsmen, and BEA–Bail Enforcement Agents.

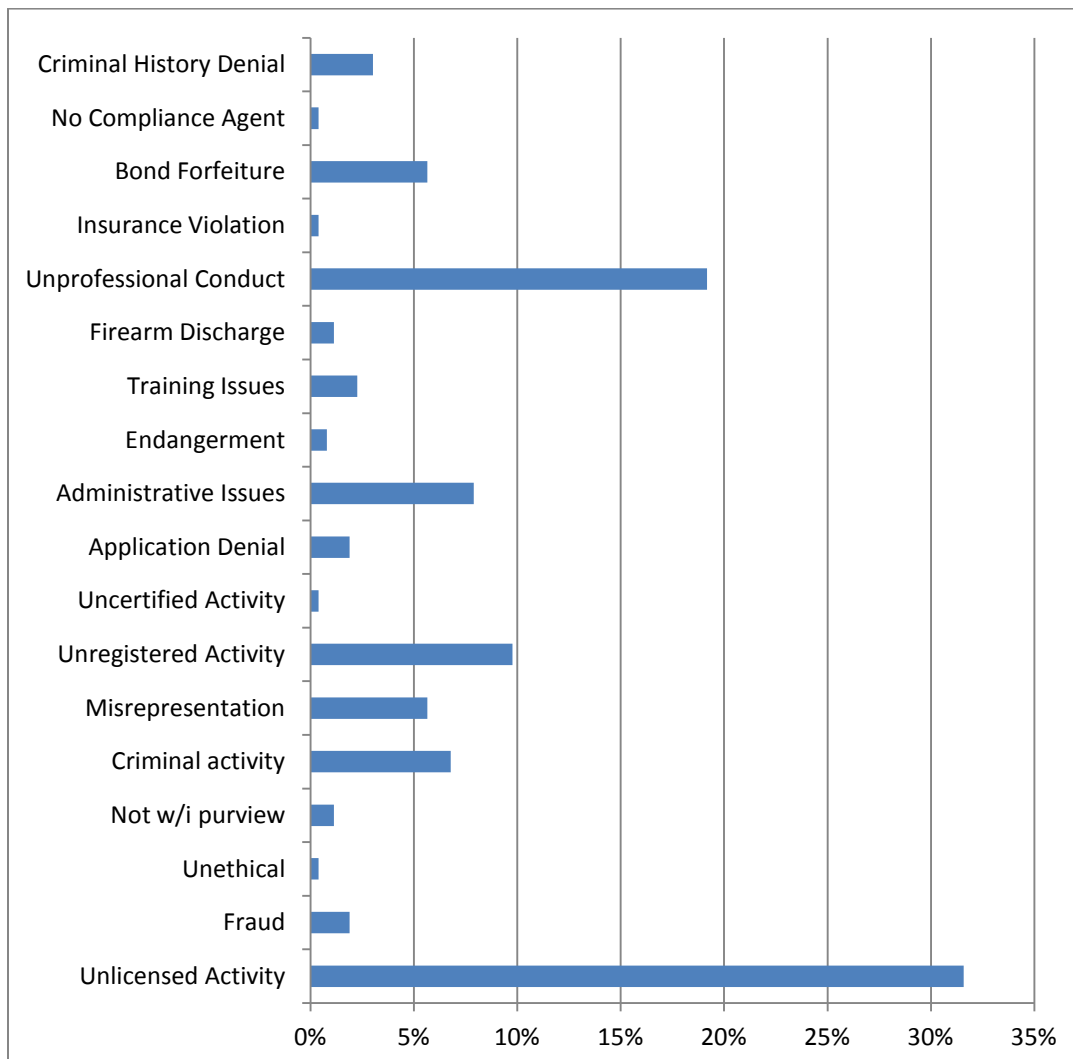
- There were **112** newly opened investigative cases. The Enforcement Unit completed **360** Investigations. The department closed a total of **266** cases. The following graph illustrates a breakdown for each program.



- Out of the **266** cases closed, there were **61** founded cases and **205** closed unfounded. The graph below illustrates a breakdown for each program.



CLOSED CASES WITHIN THE NATURE OF INVESTIGATIONS



Adjudication

- The Division finalized the revocation of two credentials based on criminal activity by the respondent that resulted in their ineligibility to continue to provide regulated services in the Commonwealth of Virginia.
- A total of 63 consent orders were issued for violations of the *Virginia Code* and/or Administrative Code.
- Eleven Informal Fact-Findings Conferences were conducted, six were for application denials and five were for disciplinary sanctions.
- Two Formal hearings were conducted.

CEASE AND DESIST ORDERS — SUMMARY SUSPENSIONS — REVOCATIONS (July 1, 2012 through September 30, 2012 inclusive)

CEASE AND DESIST ORDERS

Mc Ginn, Smith and Alarm Traders LLC conducted unlicensed electronic security services. A cease and desist order was issued.

Martin L. Riley, Jr. and Home Automation Systems, Inc conducted unlicensed electronic security services. A cease and desist order was issued.

Dent Wizard International Corporation conducted unlicensed locksmith services. A cease and desist order was issued. Dent Wizard International Corporation is licensed as a private security services locksmith business.

Jerome Washington and Majestic Public Safety Enforcement Agency conducted unregistered and unlicensed security officer services. A cease and desist order was issued.

Ryan J. Jagger conducted unregistered electronic security services. A cease and desist order was issued.

REVOCATIONS

The Department revoked two (2) registrations based on criminal convictions.

SUMMARY SUSPENSIONS

The Department suspended thirteen (13) Property Bail Bondsman licenses for failure to pay forfeitures. All suspensions were lifted once judgments with the courts were satisfied.

The Department suspended one (1) Property Bail Bondsman for exceeding their pledged collateral.

The Department suspended four (4) registration/licenses for criminal convictions/public safety issues.

The Department suspended one (1) Bail Enforcement Agent for being arrested.

You can now receive e-mail notification of grants, training & events, publications, and other information from the Virginia Department of Criminal Justice Services "DCJS Updates" as soon as it is available on our website. You may choose to receive all notices, or select specific ones of interest. To subscribe to this free notification service, go to: www.dcjs.virginia.gov/subscribe