

**BOARD OF EXAMINERS OF ELECTRICAL CONTRACTORS  
FIRE ALARM BURGLAR ALARM AND LOCKSMITH  
ADVISORY COMMITTEE  
MINUTES OF JANUARY 15, 2008  
PUBLIC SESSION**

The notice of this meeting was prepared in the Office of the Board and mailed to the Secretary of State, the Star Ledger, the Trenton Times and the Courier Post.

**CALL TO ORDER**

The meeting of the Fire Alarm, Burglar Alarm and Locksmith Advisory Committee was called to order by Chairman Robert Shoremount at 9:30 a.m. in the Hudson Room, Sixth Floor, 124 Halsey Street, Newark, New Jersey. All parties were duly notified of the date, time and location of this meeting and pertinent material was provided to meeting participants.

Attendees recited the Pledge of Allegiance prior to the roll call of members.

**ROLL CALL**

Committee Members Present:

Edward Bagniewski  
Robert Boyer  
Keith Eaves  
Robert Shoremount

Others Present:

Barbara A. Cook, Executive Director  
George DeLuca, Administrative Analyst  
Sally Barletta, Senior Clerk Transcriber  
Angelica Guerrero, Clerk Typist  
Joseph Donofrio, Deputy Attorney General

Committee members Arthur Fucetola, William Hartung, Charles Okun, Richard Rible and Jon Sprague were unable to attend the meeting. Therefore, a quorum was not present.

Members of the Public:

Rich Trevelise  
Scott Fischbein  
Joe Russotto

**ANNOUNCEMENTS**

Advisory Committee members were informed that a draft of the Unsupervised Employee application developed by the Print Production has been reviewed and resubmitted to the unit for revisions and corrections. Mr. De Luca expects another draft of the application will be provided to him some time in February 2008.

The Advisory Committee has been provided with additional information for item # 7 of the Public Session Agenda, Request for Approval of Continuing Education. The request from the NJ Burglar and Fire Alarm Association is for four 2 hour code seminars, not a revised submission for the NJ ABC course that was approved previously for 6.5 hours.

Advisory Committee members were informed that the request for Committee members Robert Shoremount and Robert Boyer to attend the Master Locksmiths Association meeting on January 21, 2008 has not yet been approved although submitted to the Division Director's Office on December 6, 2007. Mr. De Luca received an email from the Division travel coordinator indicating a request for approval by the Attorney General's Office was submitted on January 11, 2008. Mr. De Luca will notify the committee when and if he receives a reply prior to January 21, 2008.

Mr. De Luca originally scheduled two (2) investigative inquires during the Executive Session, IMO Knapman vs. Alarm King (Norman Adelman) at 10:00 a.m. and IMO Carpenter at 11:00 a.m. and was informed on Thursday, January 10, 2008 that Mr. Adelman is out of the country and will not appear for the scheduled investigative inquiry and Mr. Carpenter has indicated that he will appear.

### **APPROVAL OF MINUTES OF NOVEMBER 20, 2007**

Upon the review of the minutes of the November 20, 2007 Public Session, the Advisory Committee recommended to correct the following:

page four (4), paragraph three (3), line six (6)

from "Motion was made by Robert Boyer, seconded by Jon Sprague and unanimously passed to approved the following:" to "Motion was made by Robert Boyer, seconded by Jon Sprague and unanimously passed to approve the following:"

page seven (7), paragraph one (1)

from "Motion was made by Charles Okun, seconded by William Hartung and unanimously passed to deny approval of the Home Theater and Whole House Audio Seminar because the Seminar content does not satisfy the Continuing Education requirement."

to "Motion was made by Charles Okun, seconded by William Hartung and unanimously passed to deny approval of the Home Theater and Whole House Audio Seminar since Home Theater and Whole House Audio is not an activity licensed by the Advisory Committee. The Advisory Committee suggested that Home Theater and Whole House Audio apply to the Board of Examiners of Electrical Contractors as they license that activity to the extent greater than 10 volts."

page seven (7), paragraph two (2), line one (1)

to "The Advisory Committee reviewed and discussed the request approval of the continuing education package distributed to the Continuing Education subcommittee with regard to the two (2) hour Basic Networking For DVR's Seminar."

to "The Advisory Committee reviewed and discussed the request for approval of the continuing education package distributed to the Continuing Education subcommittee with regard to the two (2) hour Basic Networking For DVR's Seminar."

from "The Advisory Committee reviewed and discussed a request for clarification received from N. Lynne Hughes, Harrah's Entertainment, with regard to the requirement to obtain a Locksmith Business License. Motion was made by Charles Okun, seconded by Jon Sprague and unanimously passed to inform N. Lynne Hughes, Harrah's Entertainment, that a Locksmith Business License is not required as long as their employees perform locksmithing services on Harrah's Entertainment premises."

to "The Advisory Committee reviewed and discussed a request for clarification received from N. Lynne Hughes, Harrah's Entertainment, with regard to the requirement to obtain a Locksmith Business License. Motion was made by Charles Okun, seconded by Jon Sprague and unanimously passed to inform N. Lynne

Hughes, Harrah's Entertainment, that a Locksmith Business License is not required as long as their employees perform locksmithing services exclusively on Harrah's Entertainment premises."

Subsequent to the discussion of the matter, motion was made by Edward Bagniewski, seconded by Keith Eaves and unanimously passed to recommend that the Advisory Committee accept the amended minutes of the November 20, 2007 meeting.

### **APPROVAL OF MINUTES OF DECEMBER 18, 2007**

Members in attendance recommended that the Advisory Committee table discussion of approval of minutes for December 18, 2007 meeting until the next meeting on February 19, 2008.

### **CHAIRMAN'S REPORT**

Chairman Robert Shoremount informed the members in attendance that he held a meeting via telephone with members of the State of New York Licensing Board to discuss the alarm and locksmith licensing requirements in both jurisdictions.

### **EXECUTIVE DIRECTOR'S REPORT**

Executive Director Barbara Cook informed the members in attendance that 3,797 fire alarm, burglar alarm and locksmith licenses have been renewed.

Executive Director Barbara Cook also informed the members in attendance that business applications have been mailed to prospective Fire Alarm, Burglar Alarm and Locksmith Business Licensees.

The members in attendance were informed that Business License Applications have been mailed to 1,700 licensees whose names were part of a business database.

### **ELECTIONS FOR THE OFFICES OF CHAIRMAN AND VICE CHAIRMAN**

Members in attendance tabled elections for the offices of Chairman and Vice Chairman until the next meeting on February 19, 2008.

### **REQUEST FOR APPROVAL OF CONTINUING EDUCATION (For Review By the Continuing Education Subcommittee)**

Sponsor: IDS Research & Development, Inc.

Instructor: Jeffrey D. Zwirn

All Seminars Are Three (3) Hours

### **REQUEST FOR APPROVAL OF CONTINUING EDUCATION (For Review By the Continuing Education Subcommittee)**

The Advisory Committee tabled discussion of the request for approval of the continuing education package submitted to the Continuing Education subcommittee pending a request for additional information from the sponsor. The continuing education seminars will be reviewed at a subsequent meeting.

- Free Installation: Way To Grow Your Business Or Recipe For Disaster
- Selling Alarm Service And Maintenance Contracts
- Alarm Science
- Security Surveys And Risk Analysis
- Residential Security And Fire Alarm Systems
- Commercial Security And Fire Alarm Systems
- Burglar Alarm System Testing, Inspection, And Maintenance

- Carbon Monoxide Design And Installation
- Telephone Line Security Methodologies
- Fire Alarm System Testing, Inspection, And Maintenance
- Acceptable And Unacceptable Practices Of The Technical Community Of The Alarm Industry
- Identifying Defects And Irregularities In Security System Design, Installation, Application, Programming, Testing, Inspection, Service, Maintenance And Remote Station Monitoring
- Understanding NFPA 72 and Fire Alarm Science
- Lowering Your Loss Potential When Alarm Contracting
- Ambush, Panic And Holdup Alarms
- Medical Alarm Systems
- The Alarm Contractor: Policies, Procedures, Customs And Habits
- The Alarm Technician: Policies, Procedures, Customs And Habits
- The Central Station Operator: Policies, Procedures, Customs And Habits
- Electronic Countermeasures To Highly Skilled And Other Types Of Burglary Circumvention Attacks
- Existing Systems And Takeovers
- Overt And Covert CCTV Systems
- Past Due Accounts: Getting Paid
- Understanding UL Certified Systems And Standards
- Recessed Contracts: Aesthetically Pleasing Or The New Liability
- Machine Wired Screens: Proper Application And Installation

**REQUEST FOR APPROVAL OF CONTINUING EDUCATION  
(For Review By the Continuing Education Subcommittee)**

Sponsor: National Burglar Alarm & Fire Alarm Association

Instructors: Various (Instructor Chart Provided To Subcommittee)

- Level One Certified Alarm Technician (18 hours)

The members in attendance reviewed and discussed the request for approval of the continuing education package distributed to the Continuing Education subcommittee with regard to the eighteen (18) hour Level One Certified Alarm Technician Seminar and recommended to approve the following:

Course Code TECES - Electronic Security (CCTV, Intercom, Access and Misc.) Continuing Education Units - eighteen (18) hours Instructors - Brian Arenofsky, Paul Baran, George Bish, Dan Budinoff, Dan Cantrell, Wally Carriero, Tom Chambers, Jim DeGarmo, Joe Devenney, Joseph Dupre, Dale Eller, John Eng, Bob Harper, Joseph Hayes, Mike Henke, Mark S. Hicks, Marvin Holmes, David Hundert, Joel Kent, Bruce Knies, Scott Kramer, Robert Larson, John Luzzo, LJ Lynes, Shelton Mangum, Larry Mann, Justin D. Merrick, Don Minyard, John Morrow, Ken Nelson, Andy Nesky, Danny Northcutt, Pete Orvis, John Pearson, Ronald Petraca, John Sam, Mark Small, Jason Sokol, Carl Spiegel, Stephen Spodnik, Edward Swanson, Charles Waak, Richard Weiss, Andy Wilson, David Wilson, Wood Woodham and John Yusza, Jr.

- Advanced Alarm Technician (11 hours)

The members in attendance reviewed and discussed the request for approval of the continuing education package distributed to the Continuing Education subcommittee with regard to the eleven (11) hour Advanced Alarm Technician Seminar and recommended to approve the following:

Course Code TECBA - Burglar Alarm Continuing Education Units - eleven (11) hours Instructors - Brian Arenofsky, Paul Baran, George Bish, Dan Budinoff, Dan Cantrell, Wally Carriero, Tom Chambers, Jim DeGarmo, Dale Eller, Joseph Hayes, Mark S. Hicks, Marvin Holmes, Joel Kent, Bruce Knies, Scott Kramer, John Luzzo, LJ Lynes, Shelton Mangum, Larry Mann, John Morrow, Ken Nelson, Danny Northcutt, Ronald Petraca, Stephen Spodnik and Wood Woodham.

- Central Station Training (6 hours)

The members in attendance reviewed and discussed the request for approval of the continuing education package distributed to the Continuing Education subcommittee with regard to the six (6) hour Central Station Training Seminar and recommended to approve the following:

**REQUEST FOR APPROVAL OF CONTINUING EDUCATION  
(For Review By the Continuing Education Subcommittee)**

- Central Station Training (6 hours) continued Course Code TECES - Electronic Security (CCTV, Intercom, Access and Misc.) Continuing Education Units - six (6) hours Instructors - Brian Arenofsky, Paul Baran, George Bish, Dan Budinoff, Dan Cantrell, Wally Carriero, Tom Chambers, Jim DeGarmo, Joe Devenney, Joseph Dupre, Dale Eller, John Engs, Bob Harper, Joseph Hayes, Mike Henke, Mark S. Hicks, Marvin Holmes, David Hundert, Joel Kent, Bruce Knies, Scott Kramer, Robert Larson, John Luzzo, LJ Lynes, Shelton Mangum, Larry Mann, Justin D. Merrick, Don Minyard, John Morrow, Ken Nelson, Andy Nesky, Danny Northcutt, Pete Orvis, John Pearson, Ronald Petraca, John Sam, Mark Small, Jason Sokol, Carl Spiegel, Stephen Spodnik, Edward Swanson, Charles Waak, Richard Weiss, Andy Wilson, David Wilson, Wood Woodham and John Yusza, Jr.

- Electronic Access Control (11 hours)

The members in attendance reviewed and discussed the request for approval of the continuing education package distributed to the Continuing Education subcommittee with regard to the eleven (11) hour Electronic Access Control Seminar and recommended to approve the following:

Course Code TECES - Electronic Security (CCTV, Intercom, Access and Misc.) Continuing Education Units - eleven (11) hours Instructors - Brian Arenofsky, Paul Baran, George Bish, Dan Budinoff, Dan Cantrell, Dale Eller, Joseph Hayes, Joel Kent, John Luzzo, LJ Lynes, Shelton Mangum, Larry Mann, John Morrow, Ken Nelson, Danny Northcutt, and Wood Woodham.

- Fire Alarm Installation Methods (11 hours)

The members in attendance reviewed and discussed the request for approval of the continuing education package distributed to the Continuing Education subcommittee with regard to the eleven (11) hour Fire Alarm Installation Methods Seminar and recommended to approve the following:

Course Code TECES - Electronic Security (CCTV, Intercom, Access and Misc.) Continuing Education Units - eleven (11) hours Instructors - Brian Arenofsky, Paul Baran, George Bish, Dan Budinoff, Dan Cantrell, Wally Carriero, Tom Chambers, Jim DeGarmo, Dale Eller, Joseph Hayes, Mark S. Hicks, Marvin Holmes, Joel Kent, Bruce Knies, Scott Kramer, John Luzzo, LJ Lynes, Shelton Mangum, Larry Mann, John Morrow, Ken Nelson, Andy Nesky, Danny Northcutt, Ronald Petraca, Stephen Spodnik, Edward Swanson, and Wood Woodham.

**REQUEST FOR APPROVAL OF CONTINUING EDUCATION  
(For Review By the Continuing Education Subcommittee)**

- Video System Technologies (11 hours)

The members in attendance reviewed and discussed the request for approval of the continuing education package distributed to the Continuing Education subcommittee with regard to the eleven (11) hour Video System Technologies Seminar and recommended to approve the following: Course Code TECES - Electronic Security (CCTV, Intercom, Access and Misc.) Continuing Education Units - eleven (11) hours Instructors - Paul Baran, George Bish, Joseph Dupre, Dale Eller, Joseph Hayes, Joel Kent, Bruce Knies, John Luzzo, LJ Lynes, Shelton Mangum, Larry Mann, Ken Nelson, Andy Nesky, Danny Northcutt, Stephen Spodnik, and Wood Woodham.

- Understanding Alarm Systems (6 hours)

The members in attendance reviewed and discussed the request for approval of the continuing education package distributed to the Continuing Education subcommittee with regard to the six (6) hour Understanding Alarm Systems Seminar and recommended to approve the following:

Course Code TECES - Electronic Security (CCTV, Intercom, Access and Misc.) Continuing Education Units - six (6) hours Instructors - Brian Arenofsky, Paul Baran, George Bish, Dan Budinoff, Dan Cantrell, Wally Carriero, Tom Chambers, Jim DeGarmo, Joe Devenney, Joseph Dupre, Dale Eller, John Engs, Bob Harper, Joseph Hayes, Mike Henke, Mark S. Hicks, Marvin Holmes, David Hundert, Joel Kent, Bruce Knies, Scott Kramer, Robert Larson, John Luzzo, LJ Lynes, Shelton Mangum, Larry Mann, Justin D. Merrick, Don Minyard, John Morrow, Ken Nelson, Andy Nesky, Danny Northcutt, Pete Orvis, John Pearson, Ronald Petraca, John Sam, Mark Small, Jason Sokol, Carl Spiegel, Stephen Spodnik, Edward Swanson, Charles Waak, Richard Weiss, Andy Wilson, David Wilson, Wood Woodham and John Yusza, Jr.

- Essential Sales Training (11 hours)

The members in attendance reviewed and discussed the request for approval of the continuing education package distributed to the Continuing Education subcommittee with regard to the eleven (11) hour Essential Sale Training Seminar and recommended to approve the following:

**- REQUEST FOR APPROVAL OF CONTINUING EDUCATION  
(For Review By the Continuing Education Subcommittee)**

- Essential Sales Training (11 hours) continued Course Code BUS - Business Continuing Education Units - eleven (11) hours Instructors - Brian Arenofsky, Paul Baran, George Bish, Dan Budinoff, Dan Cantrell, Wally Carriero, Tom Chambers, Jim DeGarmo, Joe Devenney, Joseph Dupre, Dale Eller, John Engs, Bob Harper, Joseph Hayes, Mike Henke, Mark S. Hicks, Marvin Holmes, David Hundert, Joel Kent, Bruce Knies, Scott Kramer, Robert Larson, John Luzzo, LJ Lynes, Shelton Mangum, Larry Mann, Justin D. Merrick, Don Minyard, John Morrow, Ken Nelson, Andy Nesky, Danny Northcutt, Pete Orvis, John Pearson, Ronald Petraca, John Sam, Mark Small, Jason Sokol, Carl Spiegel, Stephen Spodnik, Edward Swanson, Charles Waak, Richard Weiss, Andy Wilson, David Wilson, Wood Woodham and John Yusza, Jr.

**AMENDMENTS TO THE ADVISORY COMMITTEE RULES, N.J.A.C. 13:31A-1.4**

- Adoption, Triennial Business License Fee

The members in attendance reviewed and discussed adoption of rule amendment N.J.A.C. 13:31A-1.4 Fees. Specifically, those fees for the renewal of alarm and locksmith business licenses.

- Proposal, Late Fees And Reinstatement Fees For Renewal Of Individual Licenses

The members in attendance reviewed and discussed a rule proposal for late fees and reinstatement fees with regard to renewal of individual licenses.

**REVIEW OF PROPOSED LEGISLATION (REQUEST FOR COMMENTS)**

- Assembly Bill A-3623, Establishes Certificate Of Rehabilitation For Certain Persons With Criminal Records

The members in attendance reviewed and discussed comments previously submitted with regard to Assembly Bill A-3623. The Bill clarifies with regard to establishing a certificate of rehabilitation for certain persons with criminal records.

## **CORRESPONDENCE**

- Peter Rogers, Applicant, Request To Use The 2005 Edition Of The NEC For The Licensing Examination

The members in attendance reviewed and discussed correspondence received from Peter Rogers, an applicant for a burglar alarm license, with regard to his request to use the 2005 edition of the NEC for the licensing examination. The members in attendance recommended to deny the request since the current edition used as a reference for the licensing examination is the 2002 edition. Additionally, the members in attendance determined the Advisory Committee should not interfere with the policies implemented by Thomson Prometric, the examination provider for the Advisory Committee.

## **PUBLIC COMMENTS**

Rich Trevelise, a fire alarm and burglar alarm licensee and a member of New Jersey Burglar and Fire Alarm Association, questioned when unsupervised employee applications are being mailed. Chairman Shoremount informed Mr. Trevelise that at the moment the Advisory Committee is reviewing business applications and the unsupervised employee applications, currently being developed, will be mailed to licensed businesses subsequent to implementation of business licensing.

The members in attendance recommended to adjourn the Public Session and proceed into Executive Session at 10:30 a.m.

Motion was made by Keith Eaves, seconded by Charles Okun and unanimously passed to adjourn the Executive Session and proceed into Public Session at 11:00 a.m. A telephone call was made to Committee member Charles Okun. Once Mr. Okun was contacted, a quorum was present for the purpose of approval of continuing education..

## **ROLL CALL**

Edward Bagniewski  
Robert Boyer  
Keith Eaves  
Charles Okun  
Robert Shoremount

## **REQUEST FOR APPROVAL OF CONTINUING EDUCATION (For Review By the Continuing Education Subcommittee)**

Motion was made by Keith Eaves, seconded by Charles Okun and unanimously passed to approve the following:

Sponsor: New Jersey Burglar Alarm & Fire Alarm Association Instructors: Bob Davison New Jersey ABC Course (8 hours, previously approved for 6.5 hours)

- Understanding the NJ Barrier Free Subcode

The members in attendance reviewed and discussed the request for approval of the continuing education package distributed to the Continuing Education subcommittee with regard to the two (2) hour Understanding the Barrier Free Subcode Seminar and recommended to approve the following:

Course Code L/C - Laws & Codes Continuing Education Units - two (2) hours Instructors - Salvatore DeCristina, Robert J. Davison and John J. Drucker, Jr.

- Industrial Construction Site Safety

The members in attendance reviewed and discussed the request for approval of the continuing education package distributed to the Continuing Education subcommittee with regard to the two (2) hour Industrial Construction Site Safety Seminar and recommended to approve the following:

Course Code SAF - Safety Continuing Education Units - two (2) hours Instructors - Salvatore DeCristina, Robert J. Davison and John J. Drucker, Jr.

- The New Jersey Uniform Construction Code

The members in attendance reviewed and discussed the request for approval of the continuing education package distributed to the Continuing Education subcommittee with regard to the two (2) hour The New Jersey Uniform Construction Code Seminar and recommended to approve the following: Course Code L/C - Laws & Codes Continuing Education Units - two (2) hours Instructors - Salvatore DeCristina, Robert J. Davison and John J. Drucker, Jr.

- Understanding the Americans with Disabilities Act

The members in attendance reviewed and discussed the request for approval of the continuing education package distributed to the Continuing Education subcommittee with regard to the two (2) hour Understanding the Americans with Disabilities Act Seminar and recommended to approve the following:

Course Code L/C - Laws & Codes Continuing Education Units - two (2) hours Instructors - Salvatore DeCristina, Robert J. Davison and John J. Drucker, Jr.

At approximately 2:00 p.m., the members in attendance reconvened in Public Session to report the following:

### **REVIEW OF CRIMINAL HISTORY SUMMARIES OF APPLICANTS FOR LICENSURE**

The members in attendance reviewed and discussed a criminal history summary dated January 10, 2008 for two (2) applicants. Upon discussion, two (2) applicants were approved for licensure.

### **REVIEW OF CRIMINAL HISTORY "FLAGGING"**

January 10, 2008 Criminal History

- Philip A. Foschini, Licensee

The members in attendance reviewed and discussed a criminal history summary recently provided to the Advisory Committee for Philip A. Foschini, a licensee. Upon discussion, Philip A. Foschini, a licensee, will receive a letter requesting continual updates from Attorney General Joseph A. Donofrio. - Rolando Mendez, Licensee

The members in attendance reviewed and discussed a criminal history summary recently provided to the Advisory Committee for Rolando Mendez, a licensee. Upon discussion, Rolando Mendez, a licensee, will receive a Demand for Statement in Writing Under Oath from Deputy Attorney General Joseph A. Donofrio.

### **ADJOURNMENT**

Having no further business, members in attendance recommended to adjourn the Public Session at 2:30 p.m.

Respectfully Submitted,

Barbara A. Cook  
Executive Director



