

**BOARD OF EXAMINERS OF ELECTRICAL CONTRACTORS
FIRE ALARM BURGLAR ALARM AND LOCKSMITH
ADVISORY COMMITTEE
MINUTES OF MARCH 18, 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
Arthur Fucetola
Charles Okun
Robert Shoremount
Jon Sprague
Barbara A. Cook, Executive Director
George DeLuca, Administrative Analyst
Angelica Guerrero, Clerk Typist
Lisa Marshall, Clerk Typist
Joseph Donofrio, Deputy Attorney General

Committee members Keith Eaves, William Hartung and Richard Rible were unable to attend the meeting.

ANNOUNCEMENTS

- Staff has prepared approximately 70 business license applications and 10 individual license application for Committee review.

- Although the Advisory Committee originally scheduled an Investigative Inquiry during this meeting's Executive Session. However, the inquiry has been rescheduled for the April 15, 2008 meeting.

APPROVAL OF RECOMMENDATIONS MADE AT THE JANUARY 15, 2008 MEETING

Motion was made by Robert Boyer, seconded by Edward Bagniewski and unanimously passed to approve the recommendations made by those members in attendance for January 15, 2008.

CHAIRMAN'S REPORT

A Chairman's Report was not provided for this meeting.

EXECUTIVE DIRECTOR'S REPORT

An Executive Director's Report was not provided for this meeting .

REPORT FROM THE CONTINUING EDUCATION SUBCOMMITTEE

The Advisory Committee reviewed and discussed the request for approval of the continuing education package previously distributed to the Continuing Education subcommittee with regard to the following continuing education:

Sponsor: New Jersey Burglar and Fire Alarm Association
Instructor: Gregory Kessinger

The following program was recommended for approval:

Title

NICET Level 1 & 2, 18 hours, (CodeTECFA)

The instructor for the program was also recommended for approval.

Sponsor: IDS Research & Development, Inc.
Instructor: Jeffrey D. Zwirn

The following programs were recommended for approval:

Titles

Alarm Science, 3 hours, (CodeTECBF)

Security Surveys And Risk Analysis, 2 hours, (CodeTECBF)

Residential Security And Fire Alarm Systems, 3 hours, (CodeTECBF)

Commercial Security And Fire Alarm Systems, 3 hours, (CodeTECBF)

Machine Wired Screens: Proper Application And Installation, 2 hours, (CodeTECBF)

Recessed Contacts: Aesthetically Pleasing Or The New Liability, 2 hours, (CodeTECBF)

Understanding UL Certified Systems And Standards, 2 hours, (CodeTECBF)

Overt And Covert CCTV Systems, 2 hours, (CodeTECES)

The instructor for the programs was also recommended for approval.

The following seminars were not approved since the content is not applicable to burglar alarm, fire alarm, or locksmith licensing:

Selling Alarm Service And Maintenance Contracts (2 hours)

Free Installation: Way To Grow Your Business Or Recipe For Disaster (2 hours)

Free Installation: Way To Grow Your Business Or Recipe For Disaster (2 hours)

Past Due Accounts: Getting Paid (2 hours)

Motion was made by Arthur Fucetola, seconded by Jon Sprague and unanimously determined to approve the continuing education programs recommended for approval by the Continuing Education subcommittee.

Sponsor: Elite C.E.U.
Instructor: Kaleb Brashear

Titles

Advanced Burglar Alarm (2 hours)

Basic Elements Of The NEC (2 hours)

CCTV- Basic Design (2 hours)

The Fundamentals Of Fire Systems (2 hours)

Aluminum Stile Door Service & Repair, Part 1 (2 hours)
Aluminum Stile Door Service & Repair, Part 2 (2 hours)
Tips And Tricks For Automotive Locksmithing, Part 1 (1 hour)
Tips And Tricks For Automotive Locksmithing, Part 2 (1 hour)
Tips And Tricks For Automotive Locksmithing, Part 3 (1 hour)
Tips And Tricks For Automotive Locksmithing, Part 4 (1 hour)
Tips And Tricks For Automotive Locksmithing, Part 5 (1 hour)

Sponsor: Elite C.E.U., Continued

Structured Cabling (2 hours)
Time Management (2 hours)
Written And Verbal Communication Skills (2 hours)
Understanding Digital Video Recorders (2 hours)
Introduction To Access Control (2 hours)
Introduction To Locksmithing (2 hours)
P.I. Skills - Skip Tracing (2 hours)
Selecting The Right Camera And Lens (2 hours)
Common Sense Approach To OSHA Safety Procedures (2 hours)
Digital Technology And Networking Basics (2 hours)
Electricity 101 (2 hours)
Ethics For The Security Industry (2 hours)

The Continuing Education Subcommittee determined that more information is required prior to recommendation for approval and asked that Elite C.E.U. provide the following:

- Detailed outlines for each program including specific time allocation for all sections of each program exclusive of examinations since examinations are not considered as instructional.
- Specific time allocation for examinations which may be given for a program since examinations are not considered instructional.

The request for approval submitted by Elite C.E.U. will be considered pending the receipt of the requested information.

Sponsor: Napco Security Corp.

Instructors: Thomas Rathjen, Will St. Clair

Titles

Net Link, 2.5 hours
I-See Video Module, 2.5 hours
Napco Preset Software, 2.5 hours
Napco Freedom 8 Control Panel, 3.5 hours
Napco Freedom 64 Control Panel, 3.5 hours
Napco F-64 Coded Control Panel, 3.5 hours
Gemini P-9600 Control Panel, 3.5 hours
Gemini X255 Control Panel, 3.5 hours
Gemini ACM (Access Control Module), 3.5 hours
Napco Quickloader Software, 3.5 hours
Gemini P-816 Control Panel, 3.5 hours
Gemini P-1632 Control Panel, 3.5 hours
Gemini P-1664 Control Panel, 3.5 hours
Gemini P-3200 Control Panel, 3.5 hours

Sponsor: Napco Security Corp., Continued

The Subcommittee requested that the request for Continuing Education approval by NAPCO be moved to Executive Session for further discussion.

New Jersey Burglar and Fire Alarm Association
Request For Use Of Biometric Attendance Reporting

The Advisory Committee reviewed and discussed the Association's request that it be permitted to use Biometric attendance reporting at the CY 2009 annual symposium in an effort to expedite the sign in and sign out process and to ensure accuracy with regard to attendees at educational programs presented at the symposium.

Motion was made by Charles Okun, seconded by Edward Bagniewski and unanimously determined to approve the association's request provided it use the Advisory Committee's required forms to record attendance and comply with Advisory Committee regulation N.J.A.C. 13:31A-(h)3.

FOR THE COMMITTEE'S REVIEW

Division Of Law Billing Report For The Second Quarter Of Fiscal Year 2008

The Advisory Committee reviewed the Billing Report for legal services provided during the second quarter of fiscal year 2008.

CORRESPONDENCE

Kurt Becker, Applicant, Difficulty In The Scheduling Of The Eight (8) Hour Pre-Licensure Code Seminar

The Advisory Committee reviewed correspondence from Kurt Becker, an applicant for alarm licenses through examination. Mr. Becker stated that he has had difficulty in scheduling the required eight (8) hour pre-licensure Code seminar periodically offered by the New Jersey Burglar and Fire Alarm Association and asked that the requirement be waived based upon his holding of alarm licenses in multiple states and his many years of experience in the alarm industry.

Upon discussion, the Committee requested that correspondence be sent to Mr. Becker informing him that the Code seminar is a regulatory requirement that cannot be waived.

REVIEW OF APPLICATIONS FOR ALARM AND LOCKSMITH BUSINESS LICENSES

The Advisory Committee reviewed the applications of alarm and locksmith businesses seeking business licenses at this meeting.

Public Comments

There were no public comments at the meeting.

ADJOURNMENT

Motion was made by Charles Okun, seconded by Robert Boyer and unanimously passed to adjourn the Public Session at 11:30 a.m. and proceed into Executive Session.

Respectfully Submitted,

Barbara A. Cook
Executive Director