MINUTES OF A REGULAR PUBLIC MEETING
This regular meeting of the Alarm, Locksmith and Fire Sprinkler Industry Committee scheduled to begin at 9:00 a.m. on the 2nd day of March, 2022, was convened in accordance with the Oklahoma Open Meeting Act [25 O.S. §§ 301-314]. Advance public notice was sent to the Secretary of State’s Office by electronic transmission specifying the time and place of the meeting. Notice was also prominently posted at the Oklahoma Department of Labor’s website at least twenty-four (24) hours prior to the meeting.

PUBLIC BODY: Alarm, Locksmith and Fire Sprinkler Industry Committee
DATE: Wednesday, March 2, 2022
ADDRESS: Oklahoma Department of Labor
3017 N Stiles
Oklahoma City, OK 73105
CONTACT PERSON: Ruth Neville
TELEPHONE: (405) 521-6594

Agenda Item 1:
Call to order:
Robby Hernandez, Chairman, called the meeting to order at 9:00 a.m.

Agenda Item 2:
Roll call:
ALFS Committee members present at roll call: Bernita Hart, Jeremy Caughman, Robby Hernandez, Kris Pettigrew, Gary Holmes, and Duane Dyson
Absent: Patrick Ivey and Rick Bruder
A quorum was present.
ODOL Staff present: Bernita Hart, Cindi Buettner, Don Schooler, Gary Pitts, Gordon Meisinger, and Ruth Neville

Agenda Item 3:
Statement of Compliance with the Open Meeting Act
Ruth Neville read aloud the Statement of Compliance with the Open Meeting Act.

Agenda Item 4:
Review and approval/amend February 16, 2022 Meeting Minutes
Duane Dyson made a motion to approve the February 16, 2022, Meeting Minutes. Kris Pettigrew seconded the motion.
Roll call:
Yes: Bernita Hart, Jeremy Caughman, Robby Hernandez, Kris Pettigrew, and Duane Dyson
No: None
Abstain: Gary Holmes
Motion approved.

Agenda Item 5:
LIMITED public comments regarding only those companies and/or individuals seeking licensure, as listed in this agenda
No public comments.
**Agenda Item 6:**
**Review of company applications**
Master Key Locksmith, LLC
No company representative was present to answer questions regarding the application from the Committee. Kris Pettigrew made a motion to table action on the application for Master Key Locksmith, LLC until a company representative can present before the Committee. Duane Dyson seconded the motion.
Roll call:
Yes: Bernita Hart, Jeremy Caughman, Robby Hernandez, Kris Pettigrew, Gary Holmes, and Duane Dyson
No: None
Abstain: None
Motion approved.

John Berry – A468451 (manager endorsement application)
Mr. Berry was present to answer questions regarding his industry experience and education. Kris Pettigrew made a motion to approve the endorsement for Burglar Alarm/Residential Fire Alarm on Mr. Berry’s Manager license. Gary Holmes seconded the motion.
Roll call:
Yes: Bernita Hart, Jeremy Caughman, Robby Hernandez, Kris Pettigrew, Gary Holmes, and Duane Dyson
No: None
Abstain: None
Motion approved.

**Agenda Item 7:**
**Alarm, Locksmith & Fire Sprinkler (ALFS) License approval**
Bernita Hart reported on licenses issued in February and new licensing window hours. Kris Pettigrew made a motion to approve licenses issued in February 2022. Duane Dyson seconded the motion.
Roll call:
Yes: Bernita Hart, Jeremy Caughman, Robby Hernandez, Kris Pettigrew, Gary Holmes, and Duane Dyson
No: None
Abstain: None
Motion approved.

**Agenda Item 8:**
**Discussion regarding contractor competency and the number of trainee licenses working under one licensed technician**
Kris Pettigrew led committee and public discussion regarding the number of trainees working under one technician, licensing requirements for Commercial Fire Alarm inspectors, issues with insufficient inspections, potential training and experience requirements for an inspector license, and continuing education for all ALFS Industry licenses. This item will be added to next month’s agenda for continued discussion.

**Agenda Item 9:**
**Public Comments**
Dana Fowble, Oklahoma Burglar and Fire Alarm Association (OKBFAA), provided an update regarding Electric Fence discussion as it progresses through the committee phase.
Agenda Item 10:
Proposed Executive Session pursuant to 25 O.S. §307(B)(4) for confidential communications pursuant to §307(B)(7) for discussing any matter where disclosure of information would violate confidentiality requirements of State or Federal Law.

Kris Pettigrew made a motion to move to Executive Session. Gary Holmes seconded the motion.
Roll call:
Yes: Bernita Hart, Jeremy Caughman, Robby Hernandez, Kris Pettigrew, Gary Holmes, and Duane Dyson
No: None
Abstain: None
Motion approved.
The Committee moved to Executive Session at 9:28 a.m.

Agenda Item 11:
Adjourn from Executive Session, with a recorded vote and/or public action on any item of business considered by the Committee while in Executive Session

Kris Pettigrew made a motion to adjourn from Executive Session and reconvene Regular Session. Duane Dyson seconded the motion.
Roll call:
Yes: Bernita Hart, Jeremy Caughman, Robby Hernandez, Kris Pettigrew, Gary Holmes, and Duane Dyson
No: None
Abstain: None
Motion approved.
The Committee resumed regular session at 9:45 a.m.

Action Resulting from Executive Session
Calwin Bull was not present at the meeting. No action taken.

Todd Alstrin was present at the meeting. Kris Pettigrew made a motion to approve Mr. Alstrin’s trainee license. Jeremy Caughman seconded the motion.
Roll call:
Yes: Bernita Hart, Jeremy Caughman, Robby Hernandez, Kris Pettigrew, Gary Holmes, and Duane Dyson
No: None
Abstain: None
Motion approved.

Agenda Item 12:
New Business
No new business.

Agenda Item 13:
Next regular meeting scheduled for Wednesday, April 6, 2022, at 9:00 a.m. at the Oklahoma Department of Labor.

Agenda Item 14:
Adjournment
Kris Pettigrew made a motion to adjourn the meeting. Gary Holmes seconded the motion.
Roll call:
Yes: Bernita Hart, Jeremy Caughman, Robby Hernandez, Kris Pettigrew, Gary Holmes, and Duane Dyson
No: None
Abstain: None
Motion approved.

Meeting adjourned at 9:47 a.m.