



**BUREAU OF SECURITY AND INVESTIGATIVE SERVICES**

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## **NOTICE**

Scheduled Meeting of the  
**Bureau of Security and Investigative Services  
ADVISORY COMMITTEE**

**July 2, 2015  
10:00 a.m. -- 4:00 p.m.**

**Department of Consumer Affairs  
1625 North Market Blvd., 1<sup>st</sup> Floor-Hearing Room  
Sacramento, CA 95834**

**Contact Person: Noreene DeKoning  
2420 Del Paso Road, Suite 270  
Sacramento, CA 95834  
(916) 575-7054**

The Bureau of Security and Investigative Services (BSIS or Bureau) Advisory Committee is an informal committee comprised of voluntary members who provide insight and perspective to the Bureau on issues relating to the Locksmith, Repossessor, Private Investigator, Proprietary Private Security Services, Private Security Services including Bureau Certified Firearm and Baton Training Facilities and Instructors, and Alarm Company industries in California.

**This meeting will be open to the public and any person may attend as a member of the public.**

## **AGENDA**

1. Call Meeting to Order
2. Roll Call/Establish Committee Quorum
3. Approval of Minutes from February 5, 2015 Meeting
4. Bureau Chief's Welcome Remarks/Bureau News and Updates (Informational Only/Discussion)
5. Review and Approve Revisions to Industry Brochures for Consumer Guides for Alarm and Locksmith Industries

6. Review and Discuss Potential Revision of Industry Brochure for Consumer Guide for Repossession Industry (Information Only/Discussion)
7. Lunch
8. Review and Discuss Potential Draft Language for the Creation of a Fact Sheet Publication for Law Enforcement (Informational Only/Discussion)
9. Discuss Repossession Industry Skip Tracing Model and Use of Third Party Forwarders (Informational Only/Discussion)
10. Discuss license renewal pitfalls (Informational Only/Discussion)
11. Committee Members' Comments of Potential Items for Future Advisory Committee Meeting Meetings (Informational Only/Discussion)
12. Public Comment on Items Not on the Agenda
13. Adjournment

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The BSIS Advisory Committee meeting is open to the public in accordance with the Bagley-Keene Open Meetings Act. Agenda items may be discussed and action taken out of order at the discretion of the Committee Chair. Action may be taken on any item on the agenda which is identified as informational only. Items that are not on the Agenda will not be discussed.

The BSIS Advisory Committee meeting will be webcast and is accessible from the Department of Consumer Affairs website at <http://thedcapage.wordpress.com/webcasts>. While the Committee intends to webcast this meeting, it may not be possible to webcast the entire open meeting due to limitations on resources.

This meeting may be cancelled or changed without notice. To confirm a specific meeting please call the Bureau at 916-575-7054.

This meeting is accessible to the physically disabled. Any person who needs a disability-related accommodation or modification in order to participate in the meeting may make a request by contacting Noreene DeKoning at (916) 575-7054 or submit your request by email to [noreene.dekoning@dca.ca.gov](mailto:noreene.dekoning@dca.ca.gov). Requests for accommodation should be made at least five (5) business days from the date of this meeting to provide the Bureau sufficient time to make arrangements for the needed accommodation.

You may access this agenda as well as obtain other information about the BSIS Advisory Committee at [www.bsis.ca.gov](http://www.bsis.ca.gov).