



OPISSC Training Committee May 14, 2015, Minutes

Training Committee Meeting Date and Location: 10:00 a.m. May 14, 2015, Ohio Department of Public Safety (DPS), 1970 W. Broad Street, Columbus, Ohio 43223

Committee Members Present: Mr. Rodney Armstrong, Mr. Geoff Dutton, Mr. Charles Kelly, Mr. Anthony Macisco, Mr. Michael Myers, Mr. Ted Owens, Mr. Wayne Sever Mr. Steven Smith

Committee Members Absent: Mr. Jay Beighley, Mr. Glenn Mueller

Also Attending: John Conomy, Kris Marple, Kristie Rampe, Brian DeCann, Julie Faulconer

Mr. Dutton called the meeting to order at 10:35 a.m.

ROLL CALL:

Mr. Armstrong	Arrived at 10:45	Mr. Mueller	
Mr. Beighley		Mr. Myers	Here
Mr. Dutton	Here	Mr. Owens	Here
Mr. Kelly	Here	Mr. Sever	Here
Mr. Macisco	Here	Mr. Smith	Here

A quorum was present to conduct business.

Mr. Dutton opened the meeting by introducing the Department of Public Safety's (DPS) web-based training developers John Conomy, Kris Marple, and Kristie Rampe. The developers showed the committee examples of training modules they created for other DPS divisions. The training can range from very simplistic to very sophisticated. The cost is the same, but sophisticated training requires longer development time. It was recommended to keep the training modules to three to ten minutes for better retention of the material and interactive modules keep the reader better engaged in the training. Should any updates be needed at a later date, it is easier to update the individual modules than the entire presentation. Ms. Marple informed the committee that one hour of web training equals approximately three hours of classroom training. The web developers have some images available to use, but suggested contacting DPS Visual Communications for additional images, and welcomes the members to provide photos, videos, and training materials.

Mr. Armstrong brought up a past concern that the training software wouldn't be able to handle the volume of possible industry users. Mr. Conomy assured the committee that this was no longer an issue. The committee had concerns over the security of the software – how does it verify who the user is to avoid cheating. There was a discussion regarding the examination and how that will be proctored.

Mr. Conomy clarified that the web based software is for training only, is available for public viewing, and does not contain or access any personal information for security protection. Additionally, the certificate of completion is a simple PDF document - it is not a legal document. The web-based training developers left the meeting at 11:30.

Mr. DeCann, an attendant of the public, stated that the Bureau of Criminal Identification (BCI) provides a verification number on every fingerprint web-check result. He suggested that the verification number be used as the registrants' identification number for exam testing.

Mr. Dutton stressed to the committee that the training is a separate issue from the examination. Dr. Martelli heads up the DPS department for testing and development. She will be invited to a future meeting to discuss ideas for test development and the proctoring of examinations.

Mr. Armstrong returned to the meeting's agenda.

ACTION: Motion to approve April 16, 2015, meeting minutes. Sever first. Macisco second. Motion passed.

The hand-out was reviewed of compiled questions regarding the Role of a Private Investigator and/or Security Officer. Mr. Armstrong suggested that the language address both private investigator and security officers. The committee agreed that the list was a good starting point upon which to build the training.

Mr. Myers expressed concern that under portability, when a registrant passes the test and receives their registration card, they may act as a lone wolf and try to work without being registered to a company. After some discussion, it was decided that the training will need to stress that a registration card is not a license and the private investigator or security officer will need to work for a licensed provider.

Mr. Owens shared his concept of the first training module. The computer image can be a person looking at numerous surveillance monitors like a P.I. or security officer may do on the job, and each monitor will have a training topic. The person selects a monitor, completes that training, and monitor changes color or form to show it has been completed. The person moves onto the next monitor and continues the training. Once all of the training monitors have been completed, the monitors merge to become an image, like putting together pieces of a puzzle.

Expanding on Mr. Owen's concept, Mr. Macisco said that questions 8, 11, and 21 all relate to public relations which could be one of the monitor topics.

Mr. Armstrong directed the committee members to look in their notebooks at the training material the prior committee put together, utilize the information regarding the Role, and keep in mind that the length of this first module will be approximately 20 – 30 minutes long. Mr. Dutton reminded the committee that the DPS web developers can develop the method in which the information is relayed, but the committee must tell them the exact content of the training.

A check list was created:

- Does the information apply to Security Officers
- Does the information apply to Private Investigators (if both, check both)
- Give a positive and negative example, situation, or event to demonstrate the concept
- What medium to relay the information – video, narration, game
- Estimate time
- Review – Will this make sense to the person taking the training?

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Using this established check list, each member will work through the list of Role questions and submit training material (images, videos, etc.) to Julie Faulconer, if possible, before the next meeting. Bring all Lesson 1 training ideas to the next meeting so the information can be forwarded to the web developers.

The next Training Committee meeting will be scheduled for 10:00 a.m. on Friday, May 29, 2015.

ACTION: Motion to adjourn. Owens first. Myers second. The meeting adjourned at 12:30 p.m.