

Private Investigator's Licensing Board

Nevada Revised Statutes (NRS) Chapter 648

Board members (NRS 648.020)—The Board consists of five members appointed by the Governor, as follows:

- One private investigator;
- One private patrol officer;
- One polygraphic examiner; and
- Two representatives of the general public, provided that these members may not include a licensee or a spouse, parent, or child of a licensee.

Members receive a salary and per diem.

Powers and duties of the Board:

The Board (NRS 648.030):

- Shall adopt regulations to carry out the provisions of NRS 648;
- Shall classify licensees according to the type of business in which they are engaged and may limit the operations of a licensee;
- Shall establish criteria for authorizing self-insurance maintained by licensees and levying fines for violations;
- May establish qualifications of licensees and the directors and officers of corporate licensees; and
- May require licensees and their employees to attend courses in firearm safety.

The Board may discipline a licensee pursuant to statute (NRS 648.150), may revoke a license (NRS 648.156), and may investigate complaints (NRS 648.160).

Operations of the Board—The Board:

- Shall elect a Chair from among its members (NRS 648.020);
- May employ an Executive Director (NRS 648.025);

- Shall maintain public and confidential records pursuant to statute (NRS 648.033, NRS 648.036, and NRS 648.039); and
- Shall administer the Fund for the Private Investigator’s Licensing Board (NRS 648.040).

Members, employees, and agents of the Board are not liable in a civil action for any act performed in good faith and within the scope of duties of the Board (NRS 648.045).

Background

Legislation:

- 1947—Senate Bill 54 (Chapter 85, *Statutes of Nevada*)—Authorized the Superintendent of the Nevada State Police to issue a license to a qualified applicant to conduct the business of private detective and investigator.
- 1953—Assembly Bill 300 (Chapter 243, *Statutes of Nevada*)—Established the Nevada Detective Licensing Board, consisting of three members, including the Superintendent of the Nevada State Police and two members appointed by the Governor; authorized the Board to issue licenses to conduct the business of private detective and investigator.
- 1967—A.B. 298 (Chapter 496, *Statutes of Nevada*) and S.B. 153 (Chapter 109, *Statutes of Nevada*)—Changed the name to Private Investigator’s Licensing Board and increased the Board to five members, including the Chief Officer of the Nevada Highway Patrol.
- 1969—S.B. 76 (Chapter 480, *Statutes of Nevada*)—Replaced the Chief Officer of the Nevada Highway Patrol with the Attorney General, who would serve as Chair of the Board.
- 1977—A.B. 278 (Chapter 530, *Statutes of Nevada*)—Added a public member.
- 2007—A.B. 531 (Chapter 292, *Statutes of Nevada*)—Deleted the Attorney General as a member and increased members of the general public to two; provided that the members shall elect the Chair.

Legislative history—The following legislative histories have been compiled and are available on the website of the Research Library:

- [A.B. 298](#) (1967), sponsored by Assembly Members Melvin D. Close, Jr., Austin H. Bowler, Geraldine B. Tyson, and Bryan K. Hafen.
- AB 278, [Part 1](#), [Part 2](#), and [Part 3](#) (1977), sponsored by the Assembly Committee on Government Affairs.

Reports to the Legislature—No reports are required pursuant to NRS 648.

- NRS 622.100 requires a report to the Director of the Legislative Counsel Bureau (LCB) including information relating to licensing and disciplinary actions. (S.B. 69 [Chapter 518, *Statutes of Nevada 2017*]) revised the reporting provisions.)

Records held by LCB:

- Report required by NRS 622.110(1) relating to activities of the Board. (Requirement was repealed by S.B. 310 [Chapter 507, *Statutes of Nevada 2007*].)

Current contact—Kevin Ingram, Executive Director

Website—<https://nevadapilb.glsuite.us/>

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PRIVATE INVESTIGATOR'S LICENSING BOARD

NRS 648.020 Creation; members; Chair; salary of members; per diem allowance and travel expenses of members and employees.

1. The Private Investigator's Licensing Board, consisting of five members appointed by the Governor, is hereby created.

2. The Governor shall appoint:

(a) One member who is a private investigator.

(b) One member who is a private patrol officer.

(c) One member who is a polygraphic examiner.

(d) Two members who are representatives of the general public. These members must not be:

(1) A licensee; or

(2) The spouse or the parent or child, by blood, marriage or adoption, of a licensee.

3. The members of the Board shall elect a Chair of the Board from among its members by majority vote. After the initial election, the Chair shall hold office for a term of 2 years beginning on July 1 of each year. If a vacancy occurs in the office of Chair, the members of the Board shall elect a Chair from among its members for the remainder of the unexpired term.

4. Each member of the Board is entitled to receive:

(a) A salary of not more than \$150, as fixed by the Board, for each day or portion of a day during which the member attends a meeting of the Board; and

(b) A per diem allowance and travel expenses at a rate fixed by the Board, while engaged in the business of the Board. The rate must not exceed the rate provided for state officers and employees generally.

5. While engaged in the business of the Board, each employee of the Board is entitled to receive a per diem allowance and travel expenses at a rate fixed by the Board. The rate must not exceed the rate provided for state officers and employees generally.

[17:85:1947; A 1953, 323]—(NRS A [1967, 179, 1358](#); [1969, 851](#); [1977, 1260](#); [1981, 1637](#); [1985, 1333](#); [1987, 2136](#); [1989, 1705](#); [2003, 1199](#); [2007, 1091, 2959](#))

NRS CROSS REFERENCES.

Representatives of general public, conditions and limitations, [NRS 232A.020, 622.205](#)

Residency requirements, terms of office, vacancies, [NRS 232A.020](#)

REVISER'S NOTE.

Subsection 6 previously contained in this section was moved in revision to subsection 1 of [NRS 648.100](#).

FEDERAL AND OTHER CASES.

Plaintiffs had protected property interest in licenses that were denied by the board. Where plaintiffs filed a civil action against the private investigator's licensing board (see [NRS 648.020](#)) after the board denied the plaintiffs' applications for: (1) a license to enable the plaintiffs' corporation to provide private investigation and security services; (2) licenses as corporate officers for the corporation; and (3) licenses as a private investigator, private patrolman and process server, the appellate court determined that the plaintiffs had a protected property interest in the licenses that were denied by the board. Unlike actions of other agencies of the state that have full and absolute authority to grant or deny licenses, actions of the board are limited by significant substantive restrictions. Such restrictions created a protected property interest in the licenses for which the plaintiffs had submitted applications. *Stivers v. Pierce*, 71 F.3d 732 (9th Cir. 1995)

Denial by private investigator's licensing board of application for licenses despite contrary recommendation of legal counsel for the board was circumstantial evidence of unconstitutional bias against plaintiff. Where legal counsel for the private investigator's licensing board (see [NRS 648.020](#)) recommended that the board grant a plaintiff's application for licenses as a private investigator, private patrolman and process server, and where the board, despite the recommendation of legal counsel, denied the plaintiff's application, the decision by the board was circumstantial evidence of an unconstitutional bias against the plaintiff. *Stivers v. Pierce*, 71 F.3d 732 (9th Cir. 1995)

Failure by plaintiff to seek recusal of allegedly biased member of private investigator's licensing board did not constitute waiver by plaintiff of the right to claim denial of due process. In a civil action brought by plaintiff against the private investigator's licensing board (see [NRS 648.020](#)), where the plaintiff alleged that one member of the board harbored a personal bias against him and, because of that bias, the board

denied his application for licenses as a private investigator, private patrolman and process server without affording him a fair hearing before an impartial tribunal, appellate court held that the plaintiff's failure to object to the participation of the allegedly biased member in the proceedings of the board concerning his application for licenses did not constitute a waiver of his right to claim that due process was denied by the board. Provisions of the statute governing the board do not set forth a mechanism for seeking recusal of members of the board and do not impose a requirement that an applicant seek recusal of a biased member. *Stivers v. Pierce*, 71 F.3d 732 (9th Cir. 1995)

Private investigator's licensing board is shielded from liability under the provisions of the U.S. 11th amendment. As an agency of the state, the private investigator's licensing board (see [NRS 648.020](#)) is shielded from liability under the provisions of the U.S. 11th amendment. The board was therefore entitled to a grant of summary judgment in a civil action brought against the board pursuant to 42 U.S.C. § 1983 for the denial by the board of the plaintiff's application for licenses as a private investigator, private patrolman and process server. *Stivers v. Pierce*, 71 F.3d 732 (9th Cir. 1995), cited, *Romano v. Bible*, 169 F.3d 1182, at 1185 (9th Cir. 1999)

Provisions of U.S. 11th amendment do not shield members of the private investigator's licensing board from personal liability. The provisions of the U.S. 11th amendment prohibit a person from bringing a civil action for damages against an officer of the state in his official capacity but not in his personal capacity. Therefore, where a plaintiff brought a civil action against individual members, the executive secretary and investigators of the private investigator's licensing board (see [NRS 648.020](#)) in their personal capacities for allegedly depriving the plaintiff of a protected property interest without due process of law by denying his application for licenses as a private investigator, private patrolman and process server, the plaintiff was not barred from bringing an action and the fact that the defendants were acting under color of state law did not shield them from personal liability under 42 U.S.C. § 1983. *Stivers v. Pierce*, 71 F.3d 732 (9th Cir. 1995), cited, *Romano v. Bible*, 169 F.3d 1182, at 1185 (9th Cir. 1999)

Defense of qualified immunity was not available to a member of the private investigator's licensing board under the circumstances. In a civil action brought against the members of the private investigator's licensing board (see [NRS 648.020](#)), where the plaintiff submitted an application for licenses as a private investigator, private patrolman and process server, and where the plaintiff alleged that denial of his application by the board was motivated by a pecuniary interest and personal bias of one member of the board, appellate court concluded that the allegedly biased member was not entitled to assert a defense of qualified immunity. A reasonable official harboring an actual bias against an applicant for a license could not have believed that his participation in the licensing proceedings was appropriate. *Stivers v. Pierce*, 71 F.3d 732 (9th Cir. 1995)

Qualified immunity of members of the private investigator's licensing board. In a civil action brought against members of the private investigator's licensing board (see [NRS 648.020](#)), where an applicant for licenses as a private investigator, private patrolman and process server alleged that: (1) denial of his application by the board was motivated by a pecuniary interest and personal bias of one member of the board; and (2) because of that bias, the remaining members of the board acted in an arbitrary and improper manner by voting to deny his application, appellate court concluded that a defense of qualified immunity was not available to members of the board. Evidence introduced by the applicant indicated that members of the board and the executive secretary and investigators for the board prejudged his application and acted together to deprive the applicant's licenses without affording the applicant a fair hearing before an impartial tribunal. Based on such evidence, a trier of fact could conclude that, because the defendants were influenced by the personal bias of a member of board, defendants prejudged his application or otherwise acted out of bias against applicant. *Stivers v. Pierce*, 71 F.3d 732 (9th Cir. 1995)

NRS 648.025 Employment of Executive Director, investigators and clerical personnel.

1. The Board may:

(a) Employ an Executive Director who:

- (1) Is the chief administrative officer of the Board;
- (2) Serves at the pleasure of the Board; and
- (3) Shall perform such duties as the Board may prescribe; and

(b) Employ investigators and clerical personnel necessary to carry out the provisions of this chapter.

2. The Board shall establish the compensation of the Executive Director.

(Added to NRS by [1995, 303](#); A [2007, 1091](#))

NRS CROSS REFERENCES.

Contracts for services to be in writing and approved, [NRS 284.013](#)

Employment of immediate relatives, conditions and limitations, [NRS 622.210-622.230](#)

Executive Director, qualifications, [NRS 622.220](#)

Peace officer powers of investigators, [NRS 289.300](#)

NRS 648.030 Duties and powers.

1. The Board shall from time to time adopt regulations to enable it to carry out the provisions of this chapter.
2. The Board shall classify licensees according to the type of business in which they are engaged and may limit the field and scope of the operations of a licensee to those in which the licensee is classified.
3. The Board shall establish the criteria for:
 - (a) Authorizing self-insurance maintained by licensees pursuant to [NRS 648.135](#).
 - (b) Levying fines contained in notices of violation based upon the following factors:
 - (1) The seriousness of the violation.
 - (2) The good faith of the person being charged.
 - (3) A person's history of previous violations.
4. The Board may by regulation fix qualifications of licensees and of the directors and officers of corporate licensees necessary to promote the public welfare.
5. The Board may by regulation require licensees and their employees to attend courses in firearm safety conducted by instructors approved by the Board. The Board may require a licensee or his or her employee to complete a certain amount of training in firearm safety before being permitted to carry a firearm in the course of his or her duties.

[19:85:1947; A 1953, 323]—(NRS A [1967, 1358](#); [1973, 682](#); [1979, 930](#); [1981, 102](#); [1985, 1334](#); [1987, 2136](#); [1989, 1753](#))

ADMINISTRATIVE REGULATIONS.

Private investigators, private patrol officers, polygraphic examiners, process servers, repossessioners and dog handlers, [NAC ch. 648](#)

NRS 648.033 Maintenance and release of records by Board; confidentiality of certain records of Board; exceptions; regulations.

1. The Board shall maintain a public record of:
 - (a) The business it transacts at its regular and special meetings; and
 - (b) The applications received by it together with the record of the disposition of each application.
2. Except as otherwise provided in [NRS 239.0115](#), information obtained by the Board from other than public sources concerning the:
 - (a) Financial condition; or
 - (b) Criminal record,➤ of an applicant or a licensee is confidential and may be revealed only to the extent necessary for the proper administration of the provisions of this chapter.
3. The Board may release information described in subsection 2 to an agency of the Federal Government, of a state or of a political subdivision of this State.
4. The Board shall adopt by regulation a procedure for notifying the applicant or licensee of the release of confidential information pursuant to subsections 2 and 3. The Board shall release information described in subsection 2 concerning an applicant or licensee to the applicant or licensee upon request.
5. Except as otherwise provided in this section and [NRS 239.0115](#), a complaint filed with the Board, all documents and other information filed with the complaint and all documents and other information compiled as a result of an investigation conducted to determine whether to initiate disciplinary action against a person are confidential, unless the person submits a written statement to the Board requesting that such documents and information be made public records.
6. The charging documents filed with the Board to initiate disciplinary action and all other documents and information considered by the Board when determining whether to impose discipline are public records.
7. The provisions of this section do not prohibit the Board from communicating or cooperating with or providing any documents or other information to any other licensing board or any other agency that is investigating

a person, including, without limitation, a law enforcement agency.

(Added to NRS by [1985, 1330](#); A [2005, 802](#); [2007, 2148](#); [2015, 3349](#))

NRS CROSS REFERENCES.

Records open to public inspection, exception, [NRS 239.001-239.030](#), [622.310](#)

NRS 648.036 Application to district court for release of confidential information possessed by Board. Except as otherwise provided in [NRS 648.033](#), a person who wishes to obtain information possessed by the Board that is declared by law to be confidential must apply to the district court for an order directing the release of the information. The person shall give the Board, the Attorney General, and each person who may be affected by the order 10 days' written notice of his or her intention to make the application. The notice must include a copy of the motion and all papers that will be offered in support of the application. The notice to persons other than the Board and the Attorney General may be made by personal delivery or by certified mail to the person's last known address.

(Added to NRS by [1985, 1329](#); A [1993, 2806](#))

NRS 648.039 Board may refuse to reveal identity of informant or information obtained from informant; exception. Except in a proceeding brought by the State, the Board may refuse to reveal the identity of an informant or the information obtained from the informant.

(Added to NRS by [1985, 1330](#))

NRS 648.040 Creation of Fund for the Private Investigator's Licensing Board; deposit and use of money received pursuant to chapter; delegation of authority to take disciplinary action; claim for attorney's fees and costs of investigation.

1. There is hereby created in the State General Fund the Fund for the Private Investigator's Licensing Board, to be administered by the Board.

2. Except as otherwise provided in subsection 7, all money received pursuant to the provisions of this chapter must be deposited in the State Treasury for credit to the Fund for the Private Investigator's Licensing Board and must be used by the Board for the administration of this chapter and to pay the expenses and salary of members, agents and employees of the Board.

3. All claims against the Fund must be paid as other claims against the State are paid. Any amount remaining in the Fund at the end of a fiscal year must be carried forward into the next fiscal year.

4. The Board through majority vote controls exclusively the expenditures from the Fund. The Board may not make expenditures or incur liabilities in a total amount greater than the amount of money actually available in the Fund.

5. Except as otherwise provided in subsection 7, the money in this Fund may be used to:

- (a) Pay the expenses of the Board in connection with the investigation of the background of an applicant;
- (b) Finance a substantive investigation of a licensee or of unlicensed activity; and
- (c) Pay the operational and administrative expenses of the Board and its Secretary,

➤ and for such other expenses as the Board deems appropriate to regulate the persons subject to its supervision.

6. The Board may delegate to a hearing officer or panel its authority to take any disciplinary action pursuant to this chapter, impose and collect fines therefor and deposit the money therefrom in the State Treasury for credit to the Fund for the Private Investigator's Licensing Board.

7. If a hearing officer or panel is not authorized to take disciplinary action pursuant to subsection 6, the Board shall deposit the money collected from the imposition of fines with the State Treasurer for credit to the State General Fund. In such a case, the Board may present a claim to the State Board of Examiners for recommendation to the Interim Finance Committee if money is needed to pay attorney's fees or the costs of an investigation, or both.

[22:85:1947; 1943 NCL § 5175.22]—(NRS A [1967, 179, 1359](#); [1969, 852](#); [1971, 869](#); [1977, 384](#); [1979, 120](#); [1983, 1544](#); [1985, 1334](#); [1993, 892](#); [2005, 802](#); [2007, 1092](#); [2015, 3350](#))

NRS 648.045 Civil liability. A member of the Board or an employee or agent of the Board is not liable in a civil action for any act performed in good faith and within the scope of the duties of the Board pursuant to the provisions of this chapter.

(Added to NRS by [1997, 209](#))

Follow these instructions when filling out the form:

1. Download the form to your personal computer.
2. Complete the downloaded form using Adobe Reader.
3. Save the completed form to your personal computer.
4. Then send the saved form and any additional documents in PDF format to cstonefield@lcb.state.nv.us

Submit by Email

**Information Concerning Board or Commission
Subject to Review by the
Sunset Subcommittee of the Legislative Commission**

as required by Nevada Revised Statutes 232B.230



Board or commission name:

Nevada Private Investigators Licensing Board (PILB)

**Members' names with
expiration date of term, and
indicate the number of
vacancies:**

James Colbert - 10/31/2019
Raymond Flynn - 10/31/2020
James Nadeau - 06/30/2019
Tammi Nixon - 10/31/2020
Mark Zane - 06/30/2018

Physical address:

3110 S. Durango Drive, Suite 203, Las Vegas, NV 89117

Mailing address:

3110 S. Durango Drive, Suite 203, Las Vegas, NV 89117

Web site address (if any):

<https://nevadapilb.glsuite.us/>

**Web site developer (if not EITS,
please indicate if EITS approved
the web site):**

GL Solutions (Current Database Provider)

**Executive director's name and
contact information:**

Kevin L. Ingram
(702) 486-3003 x224
kingram@ag.nv.gov

**Staff members' names including
titles and status as full-time or
part-time (attach additional pages
as necessary):**

INGRAM, KEVIN - Executive Director F/T
CORRAL, GISELA - Administrative Assistant 3 F/T
DAUGHERTY, MARY - Administrative Aid - Part-time (0.51)

Days and hours of operation:

Monday - Friday, 8:00 am - 5:00 pm

Created by what authority:

NRS 648.020 Creation; members; Chair; salary of members; per diem allowance and travel expenses of members and employees.

**Authority to adopt regulations
(NRS) and citation to
regulations (NAC), if applicable:**

NRS 648.030 Duties and powers.

1. The Board shall from time to time adopt regulations to enable it to carry out the

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List by LCB File No. and date of adoption the five regulations most recently adopted by the board or commission, with any applicable deadline for the adoption of any such regulation:

R073-14, Effective 12/22/2014
R047-12, Effective 10/23/2013
R067-12, Effective 10/23/2013
R009-10, Effective 08/13/2010
R109-09, Effective 10/15/2010

List any required regulations that have not been adopted, with any applicable deadline for the adoption of any such regulation. Please identify each such regulation by LCB File No., if available, or by reference to the provision of NRS or Statutes of Nevada requiring adoption of the regulation:

Regulation to comply with SB69 Section 3. License by Endorsement

Sec. 13. A regulatory body that is required to adopt regulations pursuant to section 3 of this act shall adopt such regulations not later than February 1, 2018.

This regulation is being heard at a special Board meeting being held on January 10, 2018 for the Board to take action on.

Governing structure of the board or commission pursuant to statute:

NRS 233B - Nevada Administrative Procedure Act, NRS 622A - Administrative Procedure Before Certain Regulatory Bodies

NRS 648.020 Creation; members; Chair; salary of members; per diem allowance and

Duties of the board or commission:

NRS 648.030 Duties and powers.

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2. The Board shall classify licensees according to the type of business in which they are engaged and may limit the field and scope of the operations of a licensee to those in which the licensee is classified.
3. The Board shall establish the criteria for:
 - (a) Authorizing self-insurance maintained by licensees pursuant to NRS 648.135.

Statement of the objectives and programs of the board or commission:

Mission Statement

The purpose of the Private Investigators Licensing Board is to license private investigators, private patrolmen, process servers, repossessioners, dog handlers, security consultants, polygraphic examiners and interns. Chapter 648 of Nevada Revised Statutes mandates the Board to regulate the standards of conduct for these professions in order to protect the public safety and general welfare of the people of this state. This agency is responsible for conducting background investigations on applicants, administering compliance audits of licensees, preparing disciplinary matters for Board review and investigating various complaints of misconduct of a licensee or unlicensed activity. This agency is pro-active in

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**Itemized list of services offered
by the board or commission:**

Process Licensing and registered work cards applications
Provide Lists of licensed individuals and companies as requested
Investigate complaints against license holders and their registered staff
Investigate unlicensed activity
Work with event planners to ensure their security needs are met
Provide support and training to license holders, local law enforcement and the public

**Dates of the immediately
preceding six meetings:**

December 5, 2017
December 4, 2017
September 6, 2017

**Statutory tax exemptions,
abatements, or money set aside
for the board or commission:**

State of Nevada, Office of the Controller TIN 88-6000022

**Description of the manner in
which the board or commission
is funded, including all funding
sources:**

The Private Investigators Licensing Board is a 100% Self-Funded agency. Following is a list of receipts/funding authority:

Agency 030
Budget Account 1032

GL 3601 License Fees
GL 3700 Registration Fees

**Please identify any forms
required by the board or
commission to be used by
members of the public which
are not available for
downloading from the web site
of the board or commission:**

The PILB is currently developing a new website with the assistance of EITS in conjunction with the implementation of a new database provider. The current database provider also hosts the current PILB website which does not always work properly (one of the reasons we are switching vendors). Therefore, I will send digital PDF copies of all of our forms to you in a separate email along with the required supplemental documents.

**Information Concerning Board or Commission
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Does the board or commission have any recommendations for consolidation with another board or commission? If so, which one(s) could be revised to include the charge to the board or commission that is the subject of this review?

Not at this time.

Does the board or commission believe that its objectives and programs have been effective in accomplishing the purposes for which the board or commission was created? Please explain the response with any information the board or commission believes is relevant:

The PILB believes we are effective in meeting our objectives and programs. In the past 5 years the PILB has been able to restructure staff responsibilities and streamline processes to provide faster services to our clients while the focus remains protecting the citizens of Nevada. The implementation of a new database and website will assist as well and will be rolled out prior to the end of January. The PILB has developed new partnerships through our outreach efforts to include city and county licensing divisions, the Nevada State Labor Commission, state, local and federal law enforcement agencies to

Any recommendations for statutory changes which are necessary for the board or commission to carry out its objectives and programs:

The PILB is currently reviewing Chapter 648 of the NRS and NAC that govern our Board and have several proposed changes. We are holding a workshop on January 10, 2018 to initiate the amendment process. Due to the recent global events affecting security we will be working diligently to refine the laws and regulations surrounding the security industry. An additional focus will be on refining laws and regulations surrounding companies involved in debt collection and specifically repossession companies that fall under our purview. I will be happy to provide proposed changes to the committee once I have captured the

If additional space is necessary, please attach additional pages and refer to the attachments on the form.

Please include with this form:

1. The operating budget of the board or commission.
2. A statement setting forth the income and expenses of the board or commission for at least 3 years immediately preceding the date on which the board or commission submits this form, including the balances of any fund or account maintained by or on behalf of the board or commission.
3. The most recent legislative audit or other audit of the board or commission, and any efficiency studies or constituent or staff surveys conducted in the past 3 years.
4. Any reports required to be filed with the Legislative or Executive Branch over the past 3 years. Please indicate if any reports were filed late or have not been filed.
5. Copies of the minutes of the immediately preceding six meetings of the board or commission.
6. A copy of the organizational chart showing the governing structure of the board or commission and its staff.
7. A copy of the most recent strategic plan of the board or commission.

Please submit this form and any additional documents electronically in PDF format to: cstonefield@lcb.state.nv.us.

Nevada Private Investigators' Licensing Board (attachment to the Review Form)

Page 1, Members' names with expiration date of term, and indicate the number of vacancies

James Colbert - 10/31/2019
Raymond Flynn - 10/31/2020
James Nadeau - 06/30/2019
Tammi Nixon - 10/31/2020
Mark Zane - 06/30/2018

Page 1, Staff members' names including titles and status as full-time or part-time

INGRAM, KEVIN - Executive Director F/T
CORRAL, GISELA - Administrative Assistant 3 F/T
DAUGHERTY, MARY - Administrative Aid - Part-time (0.51)
VACANT (In Background) Investigator - F/T
KLEMME, MARY - Administrative Assistant 3 - F/T
SALADINO, VINCENT - Supervising Investigator - F/T
IRIZARRY, LORI - Chief Investigator - F/T
DONALD, SHELLY - Investigator - F/T
HIX, LACEY - Administrative Assistant 1- F/T
MAXWELL, PAUL - Investigator - F/T
SHAOUL, JESSICA - Administrative Assistant 1- F/T
SWARTHOUT, ZACHARY - Investigator - F/T
CERVANTES-VARGAS, GRISELDA - Administrative Assistant 3 - F/T
JACQUELYN COX - Administrative Assistant 1 - F/T

Page 1, Created by what authority

NRS 648.020 Creation; members; Chair; salary of members; per diem allowance and travel expenses of members and employees.

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2. The Governor shall appoint:

- (a) One member who is a private investigator.
- (b) One member who is a private patrol officer.
- (c) One member who is a polygraphic examiner.

(d) Two members who are representatives of the general public. These members must not be:

- (1) A licensee; or
- (2) The spouse or the parent or child, by blood, marriage or adoption, of a licensee.

3. The members of the Board shall elect a Chair of the Board from among its members by majority vote. After the initial election, the Chair shall hold office for a term of 2 years beginning on July 1 of each year. If a vacancy occurs in the office of Chair, the members of the Board shall elect a Chair from among its members for the remainder of the unexpired term.

4. Each member of the Board is entitled to receive:

(a) A salary of not more than \$150, as fixed by the Board, for each day or portion of a day during which the member attends a meeting of the Board; and

(b) A per diem allowance and travel expenses at a rate fixed by the Board, while engaged in the business of the Board. The rate must not exceed the rate provided for state officers and employees generally.

5. While engaged in the business of the Board, each employee of the Board is entitled to receive a per diem allowance and travel expenses at a rate fixed by the Board. The rate must not exceed the rate provided for state officers and employees generally.

[17:85:1947; A 1953, 323]—(NRS A 1967, 179, 1358; 1969, 851; 1977, 1260; 1981, 1637; 1985, 1333; 1987, 2136; 1989, 1705; 2003, 1199; 2007, 1091, 2959)

Page 1, Authority to adopt regulations (NRS) and citation to regulations (NAC), if applicable

NRS 648.030 Duties and powers.

1. The Board shall from time to time adopt regulations to enable it to carry out the provisions of this chapter.

2. The Board shall classify licensees according to the type of business in which they are engaged and may limit the field and scope of the operations of a licensee to those in which the licensee is classified.

3. The Board shall establish the criteria for:

(a) Authorizing self-insurance maintained by licensees pursuant to NRS 648.135.

(b) Levying fines contained in notices of violation based upon the following actors:

(1) The seriousness of the violation.

(2) The good faith of the person being charged.

(3) A person's history of previous violations.

4. The Board may by regulation fix qualifications of licensees and of the directors and officers of corporate licensees necessary to promote the public welfare.

5. The Board may by regulation require licensees and their employees to attend courses in firearm safety conducted by instructors approved by the Board. The Board may require a licensee or his or her employee to complete a certain amount of training in firearm safety before being permitted to carry a firearm in the course of his or her duties.

[19:85:1947; A 1953, 323]—(NRS A 1967, 1358; 1973, 682; 1979, 930; 1981, 102; 1985, 1334; 1987, 2136; 1989, 1753)

NRS 233B - Nevada Administrative Procedure Act, NRS 622A - Administrative Procedure Before Certain Regulatory Bodies

NRS 648.020 Creation; members; Chair; salary of members; per diem allowance and travel expenses of members and employees.

1. The Private Investigator's Licensing Board, consisting of five members appointed by the Governor, is hereby created.

2. The Governor shall appoint:

- (a) One member who is a private investigator.
- (b) One member who is a private patrol officer.
- (c) One member who is a polygraphic examiner.

(d) Two members who are representatives of the general public. These members must not be:

- (1) A licensee; or
- (2) The spouse or the parent or child, by blood, marriage or adoption, of a licensee.

3. The members of the Board shall elect a Chair of the Board from among its members by majority vote. After the initial election, the Chair shall hold office for a term of 2 years beginning on July 1 of each year. If a vacancy occurs in the office of Chair, the members of the Board shall elect a Chair from among its members for the remainder of the unexpired term.

4. Each member of the Board is entitled to receive:

- (a) A salary of not more than \$150, as fixed by the Board, for each day or portion of a day during which the member attends a meeting of the Board; and
- (b) A per diem allowance and travel expenses at a rate fixed by the Board, while engaged in the business of the Board. The rate must not exceed the rate provided for state officers and employees generally.

5. While engaged in the business of the Board, each employee of the Board is entitled to receive a per diem allowance and travel expenses at a rate fixed by the Board. The rate must not exceed the rate provided for state officers and employees generally.

[17:85:1947; A 1953, 323]—(NRS A 1967, 179, 1358; 1969, 851; 1977, 1260; 1981, 1637; 1985, 1333; 1987, 2136; 1989, 1705; 2003, 1199; 2007, 1091, 2959)

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Page 2, Statement of the objectives and programs of the board or commission

Mission Statement

The purpose of the Private Investigators Licensing Board is to license private investigators, private patrolmen, process servers, repossessioners, dog handlers, security consultants, polygraphic examiners and interns. Chapter 648 of Nevada Revised Statutes mandates the Board to regulate the standards of conduct for these professions in order to protect the public safety and general welfare of the people of this state. This agency is responsible for conducting background investigations on applicants, administering compliance audits of licensees, preparing disciplinary matters for Board review and investigating various complaints of misconduct of a licensee or unlicensed activity. This agency is pro-active in promoting effective regulation and enforcement; provides training and education to our licensees as well as the general public; and is focused on eliminating unlicensed activity.

Page 3, Dates of the immediately preceding six meetings

December 5, 2017
December 4, 2017
September 6, 2017
June 7, 2017
April 5, 2017
March 8, 2017

Page 3, Description of the manner in which the board or commission is funded, including all funding sources

The Private Investigators Licensing Board is a 100% Self-Funded agency. Following is a list of receipts/funding authority:

Agency 030

Budget Account 1032

GL 3601 License Fees

GL 3700 Registration Fees

GL 3703 Fingerprint Fees

GL 3704 Investigation Fees

Page 4, Does the board or commission believe that its objectives and programs have been effective in accomplishing the purposes for which the board or commission was created? Please explain the response with any information the board or commission believes is relevant

The PILB believes we are effective in meeting our objectives and programs. In the past 5 years the PILB has been able to restructure staff responsibilities and streamline processes to provide faster services to our clients while the focus remains protecting the citizens of Nevada. The implementation of a new database and website will assist as well and will be rolled out prior to the end of January. The PILB has developed new partnerships through our outreach efforts to include city and county licensing divisions, the Nevada State Labor Commission, state, local and federal law enforcement agencies to include but not limited to the Department of Public Safety, Las Vegas Metropolitan Police Department, Carson City Police Department, University and Capitol Police, Joint Terrorism Task Force, Homeland Security, and the FBI. Additionally, the PILB works closely with the Las Vegas and Reno Convention Centers, Casino Security Directors and large event planners throughout the state. Because of these partnerships we are able to address concerns with current license holders while pro actively addressing unlicensed activity in our state. The background check that the PILB conducts on applicants have assisted in the apprehension of wanted felons, military deserters and individuals being investigated by the IRS for fraud. Since our focus is to protect the citizens of Nevada by ensuring people are licensed to conduct business in our state, these partnerships have been an invaluable resource for us. The PILB has worked tirelessly in an attempt to build strong working relationships with license holders, qualifying agents and the associations formed to support the licensees. By building these relationships, the PILB has improved communication between the Board and its license holders.

Page 4, Any recommendations for statutory changes which are necessary for the board or commission to carry out its objectives and programs

The PILB is currently reviewing Chapter 648 of the NRS and NAC that govern our Board and have several proposed changes. We are holding a workshop on January 10, 2018 to initiate the amendment process. Due to the recent global events affecting security we will be working diligently to refine the laws and regulations surrounding the security industry. An additional focus will be on refining laws and regulations surrounding companies involved in debt collection and specifically repossession companies that fall under our purview. I will be happy to provide proposed changes to the committee once I have captured the attendee's suggestions from the workshop.