



BUREAU OF SECURITY AND INVESTIGATIVE SERVICES
Post Office Box 980550
West Sacramento, CA 95798-0550
Phone (916) 575-7055 Fax (916) 575-7289
www.bsis.ca.gov



NOTICE

Scheduled Meeting of the COLLATERAL RECOVERY DISCIPLINARY REVIEW COMMITTEE

November 6, 2018

Elihu M. Harris Building
1515 Clay Street
Room 10
(room subject to change)
Oakland, CA 94612

1 p.m. – Until completion of business

Contact Person: Alyse Hutchison
2420 Del Paso Road, Suite 270
Sacramento, CA 95834
(916) 575-7064

DisciplinaryReviewCommittee@dca.ca.gov

The purpose of the Collateral Recovery Disciplinary Review Committee (DRC) is to review applicants' appeals of the Bureau of Security and Investigative Services' (Bureau) denials of licensure and licensees' appeals of the Bureau's imposition of fines. The Collateral Recovery DRC is authorized to hear appeals of repossession agencies or their employees, as registered by the Bureau under Chapter 11 (commencing with Section 7500 of the Business and Professions Code).

Disciplinary Review Committee Members

Albert Martinez
Marci Baker
Ruth Atkins

Cases are heard in order of arrival, so Respondents should confirm their appearance and arrival time by signing in on the “Respondent Sign-In” sheet upon entering the designated waiting room. However, the DRC may hear a case out of order due to hardship-related circumstances. The DRC will consider requests to be heard out of order on a case-by-case basis.

Persons that are not listed as Respondents on the meeting’s Agenda are not required to add their name to the sign-in list. This is an open meeting and any person may attend as a member of the public. Public attendees should not sign-in on the “Respondent Sign-In” sheet.

Important: No unscheduled cases will be heard by the DRC; Respondents with appeals pending should not sign-in if they are not listed on the agenda. Respondents with appeals pending may attend the public portions of the meeting as a member of the public and submit comment during public comment periods, however, Respondents may not address the DRC with regard to their own appeal.

MEETING AGENDA

The hearing order is approximate and subject to change

1. Call to Order and Establishment of Quorum
2. Adoption of minutes for August 29, 2018, DRC Meeting

RESPONDENT’S NAME	PURPOSE FOR APPEARANCE
3. Doyle, Nicholas Sebastopol	Repossession Agency Employee Registration Denial
a. DRC Hearing b. Public Comment c. Closed Session (<i>Possible Action</i>) ¹ d. Report on Closed Session	
4. Townsend, John R. Santa Clara	Repossession Agency Employee Registration Denial
a. DRC Hearing b. Public Comment c. Closed Session (<i>Possible Action</i>) ¹ d. Report on Closed Session	

5. Public Comment on Items not on Agenda

6. Agenda Items for Future DRC Meetings

7. Adjournment

The DRC operates under and is subject to the Bagley-Keene Open Meeting Act (Open Meeting Act).

This meeting may be cancelled without notice. To confirm a specific meeting, please call the Bureau at 916-575-7064.

Any item may be taken out of order, upon approval by the DRC, to accommodate speakers and/or to maintain a quorum. This meeting is open to the public except when specifically noticed otherwise in accordance with the Open Meeting Act.

This meeting is accessible to the physically disabled. A person who needs a disability-related accommodation or modification in order to participate in the meeting may make a request by contacting Alyse Hutchison at (916) 575-7064 or submit your request by email to DisciplinaryReviewCommittee@dca.ca.gov. Requests for accommodations should be made at least 5 business days prior to 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 Disciplinary Review Committee at <http://www.bsis.ca.gov/consumers/decisions.shtml>

¹ Pursuant to subdivision (c) (3) of Section 11126 of the Government Code, the DRC will meet in closed session to consider proposed disciplinary actions