



Alabama Security Regulatory Board
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MINUTES
Board Meeting
Wednesday, August 13, 2014

A meeting of the Alabama Security Regulatory Board was called to order at 1:30 p.m. on Wednesday, August 13, 2014, at its office located at 2777 Zelda Road, Montgomery, Alabama, in order to conduct business. The following Board members were in attendance: Mr. Burke Swearingen (Chair), Ms. Carol Dodgen (Vice Chair), Mr. Kevin Murphy and Ms. Stephanie Ortel. Board member absent was Mr. Sid Lockhart. Also in attendance were Mr. Keith E. Warren (Executive Director), Mr. Cameron McEwen (Board Counsel), Mr. Randy Barrows (Administrator), Mr. Mike James (Investigator) and Ms. Renee' Reames (Executive Secretary to Mr. Warren).

Public Notice of this regularly scheduled meeting was submitted to the Secretary of State's web site at www.sos.alabama.gov in accordance with the requirements of the Alabama Open Meetings Act, and advertised on the Board's web site, www.asrb.alabama.gov.

The minutes from May 22, 2014 Board meeting were presented for the Board's approval. A copy of the minutes was provided to the Board members prior to the meeting. Ms. Dodgen made a motion to dispense with the reading of the minutes and to approve the minutes as presented. The motion was seconded by Ms. Ortel and unanimously approved by the Board.

Mr. Warren presented the Executive Director's Report (report filed in the official Book of Minutes), which included revenue and expense totals and fund balance. Also reported was the total number of active licensees, certified trainers and companies, along with the total number of consumer complaints received.

Mr. Warren reported that inspections of Contracted Security Companies were scheduled to begin soon and more security companies (unlicensed) were expected to be identified, adding to the current 128 licensed companies.

Mr. McEwen presented the Legal Counsel's Report, and reported that a settlement agreement had been proposed to Universal Protection Services, LLC. He presented a Consent Agreement by Universal Protection Services, LLC, for one violation, which included a fine of \$500 and one-year probation. Mr. Murphy made a motion to approve the Consent Agreement by Universal Protection Services, LLC as presented. The motion was seconded by Ms. Dodgen and unanimously approved by the Board.

Mr. Warren explained that in the circumstances of a probationary period, should another violation occur within this period, the individual(s) involved would come before the Board, opening back up the disciplinary action of the Board.

The Board agreed to send delinquent notices for unpaid disciplinary fines, requiring payment in full within 14 days, and non-compliance would result in an Administrative Hearing. The Board agreed that these hearings would be scheduled prior to the Board meeting, and if needed, on a date between Board meetings.

Mr. McEwen reported that he had been in conversations with the Legal Counsel for the City of Mobile concerning City ordinances that conflict with the Board's statute. He stated that the City was requiring individual security guards to purchase private investigator licenses. He reported that the City was in the process of correcting their ordinances.

Mr. Warren presented the proposed Rule, Chapter 832-X-1-.10 Fees, which had been published for public comment. He reported that no comments written or verbal had been received. Ms. Ortel made a motion to adopt the Final Rules as presented. The motion was seconded by Ms. Dodgen and unanimously approved by the Board.

Mr. Warren presented the Administrative Services contract for annual renewal. Mr. Murphy commented on the increase in workload due to the number of licensees in the State and the hiring of additional staff. Mr. Murphy made a motion to increase the contract by 5% and approve the renewal of the Administrative Services contract for one year. The motion was seconded by Ms. Dodgen and unanimously approved by the Board.

Mr. Mike James reported that inspection of Contracted Security Companies were scheduled to begin after October 1st. Mr. James presented to the Board a copy of the proposed inspection form and the Board discussed the inspection process related to the Board's Rules and made recommendations concerning the inspection form's format. Mr. Warren stated that a timeframe would be given to comply and non-compliance could result in a disciplinary investigation. Mr. Murphy made a motion to approve the provisions for inspections and that inspections be recorded on the proposed form. The motion was seconded by Ms. Dodgen and unanimously approved by the Board.

Mr. Barrows reported that contract security companies were issuing to employees company uniforms and other identifying items that had the State Seal. Mr. McEwen reported that it was a felony to use the State Seal in this manner and letters have been mailed to the companies' Qualifying Agent, and information will be posted on the Board's website, about the unlawful use of the State Seal. He also reported that the Attorney General's Office and the county District Attorneys had been made aware of this matter. The Board discussed establishing Rule concerning the unlawful use of the State Seal and Mr. McEwen indicated that current Rules were sufficient to take action regarding this violation.

The next regularly scheduled meeting of the Board is scheduled November 20, 2014 at 1:30 p.m.

There was no further business and Mr. Swearingen adjourned the meeting at 2:23 p.m.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Burke V. Swearingen".

Burke V. Swearingen
Chair

A handwritten signature in blue ink, appearing to read "Keith E. Warren".

Keith E. Warren
Executive Director