



**Alabama Security Regulatory Board**  
**610 S. McDonough Street**  
**Montgomery, AL 36104**  
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**MINUTES**  
**Board Meeting**  
**Tuesday, January 25, 2011**

A meeting of the Alabama Security Regulatory Board was called to order at 1:34 p.m. on Tuesday, January 25, 2011, at the Board Office, 610 S. McDonough Street, Montgomery, Alabama, in order to conduct business. The following Board members were in attendance: Mr. Burke Swearingen, Chair; Ms. Carol Dodgen, Vice Chair, Mr. Sid Lockhart, Member, and Mr. Doyle LeMaster, Member. Board member not in attendance was Mr. Kevin Murphy. Also in attendance were Mr. Keith E. Warren (Executive Director), Mr. Todd Hughes (Board Counsel), Mr. Randy Barrows (Executive Assistant), Mr. Mike Nessler (Chair, Rules and Regulations Committee) and Ms. Renee' Reames (Executive Assistant to Mr. Warren). A quorum was present.

The meeting was advertised on the Board's web site, [www.asrb.alabama.gov](http://www.asrb.alabama.gov), and the Secretary of State's website, [www.sos.state.al.us](http://www.sos.state.al.us), in accordance with requirements of the Alabama Open Meetings Act. Mr. Swearingen welcomed Board members and guests present at the meeting.

The minutes of the December 7, 2010, meeting were provided to the Members for their review. The Board discussed changes to legislative language, specifically item (1) and item (4) on page 2. Mr. Lockhart made a motion to approve the minutes, with correction to read "training and licensing/certification issues" in item (1) on page 2. The motion was seconded by Ms. Dodgen and unanimously approved by the Board.

Mr. Warren presented the Executive Director's Report to include a report on the financial activities and number of active licenses (see attached). Mr. Warren reported that management fees were current for FY 2011 and fees for 2010 were in arrears.

Mr. Barrows presented an update on outsourcing non-criminal justice administrative functions, indicating that the fingerprint reporting process had been delayed pending notification from the Compact Officer to submit the fingerprints to Alabama Bureau of Investigations. Mr. Barrows indicated that temporary licenses were attached to the application and available to individuals, upon completion of an application. Mr. Warren indicated that complaints would be followed up to enforce compliance. Mr. Warren reported that Warren and Company was considering purchasing a card machine to create licenses.

Mr. Warren provided an update on the legislative changes (see attached). Ms. Dodgen moved to approve the legislative changes to Section 34-27C-4(g)(1), Section 34-27C-4(g)(2), Section 34-27C-7 (b), and omit Section 34-27C-17 (4), and omit Section 34-27C-17 (5). The motion was seconded by Mr. Lockhart and unanimously approved. The Board further requested that LRS address the inconsistency in license/certification language throughout the Law.

Following a discussion to omit the "less than 100 security officers" rule, the Board discussed the current rule allowing persons who are 65 years old to be exempt. Ms. Dodgen moved that Section 34-27C-17 (6) be omitted. The motion was seconded by Mr. Lockhart and unanimously approved.

Mr. Mike Nessler inquired about the Board's requirement that training programs be submitted for approval. The Board discussed having training program curriculum submitted at the time of licensing and renewal periods, as well as establishing an auditing process. The Board deferred discussion until the next meeting to allow time for Legal Counsel to review requirements for Board approved training programs.

Mr. Swearingen reported that the one-year management contract with Warren and Company, expiring March 31, 2011, did not contain a renewal clause. The Board discussed bidding the management services (see attached). Mr. LeMaster moved to bid the management services, by receiving sealed bids through the Division of Purchasing, and stipulate a 12-month contract, up to a 5 year renewal. Ms. Dodgen seconded the motion and unanimously approved.

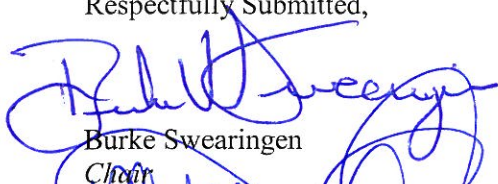
Mr. Todd commented on the invitation to bid (ITB) for management services and presented additional language for the Board's consideration (see attached). Mr. LeMaster made a motion to amend the specifications to the ITB, to include the language presented. Ms. Dodgen seconded the motion and unanimously approved.

Mr. Swearingen presented the proposed meeting schedule for 2011, indicating a minimum of 4 meetings per year requirement. The Board agreed to add March 8, 2011 to the calendar (meeting at 1:30 p.m.) to discuss the management services bids. Ms. Dodgen moved to adopt the 2011 meeting schedule as presented, with the addition of March 8<sup>th</sup>. Mr. Lockhart seconded the motion and unanimously approved.


Mr. Warren reported that March 1, 2011 was the first scheduled day of the Legislative Session. He also indicated that Warren and Company was considering relocating, due to growth, to a new building to be constructed off Herron Street in Montgomery.

There being no further business, the meeting was adjourned at 2:50 p.m.

Respectfully Submitted,



Burke Swearingen  
*Chair*



Keith E. Warren  
*Executive Director*

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