



Alabama Security Regulatory Board
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MINUTES
Board Meeting
Thursday, November 5, 2020

The Alabama Security Regulatory Board met on Thursday, November 5, 2020, at its office located at 2777 Zelda Road, Montgomery, Alabama, to conduct business. The meeting was held virtually during the COVID 19 State of Emergency, and the following Board members were in attendance on the call: Mr. Kevin Murphy (Chair), Mr. Burke Swearingen (Vice Chair), Sheriff Ben Bates (member) and Mr. Harold Stamps (member). Member absent was Ms. Debra Davis. Also attending virtually was Mr. Cameron McEwen (General Counsel). Mr. Keith Warren (Executive Director), Mr. Mike James (Investigator) Mr. Dennis Trammell (Investigator) and Ms. Renee' Reames (recording secretary) were present onsite participating in the meeting. Chairman Murphy called the meeting to order at 1:35 p.m. Board roll was called by Mr. Warren and he confirmed a quorum was present to proceed with the business meeting.

The regularly scheduled Board meeting was advertised on the Board's website, www.asrb.alabama.gov, and the Secretary of State's website, www.sos.alabama.gov, in accordance with requirements of the Alabama Open Meetings Act.

Chairman Murphy presented, for the Board's approval, the minutes from the August 6, 2020 regular meeting. A copy of the minutes was provided to the Board members prior to the meeting for their review. Mr. Swearingen made a motion to approve the August meeting minutes as presented. The motion was seconded by Sheriff Bates and unanimously approved by the Board.

Mr. Warren presented the Executive Director's Report (report on file in the official Book of Minutes). The report included the financial activities of the Board for the period ending September 30, 2020, along with the first month of FY 2021 (period ending October 31, 2020). Line-item summary of expenses for these two financial periods were provided to the members. Mr. Warren reported on the total number of active licensees and the number of complaints received in FY 2020 and to-date in FY 2021. Mr. Warren reported that he and the Board's legal counsel would be working with a law firm to address delinquent disciplinary fines. He also reported that, due to the pandemic, denial hearings had been suspended and he would be working with the Governor's office to resume hearings with the services of an Administrative Law Judge.

Mr. Swearingen made a motion to approve the financial report as presented. The motion was seconded by Sheriff Bates and unanimously approved by the Board.

Mr. Warren reported that Ms. Davis had been reappointed to serve on the Board and Mr. Murphy's and Sheriff Bates' appointments were pending.

Mr. Warren also presented the Administrator's Report on activities performed by the staff since the last regular Board meeting held in August (report on file in the official Book of Minutes).

Mr. McEwen report that he had no new information to present for the Legal Counsel's report.

Mr. Warren provided an update to the Board about the Virtual Academy. He reported that Request for Proposal specifications would be developed for release to vendors. The Board discussed scheduling a meeting to discuss the RFP. The Board expressed the importance of having integrity standards to verify participation in virtual training.

Mr. Warren also presented an update on the development of a licensee database through iGov Solutions. He reported that a sole source proposal was presented and denied by the Comptroller's office. He reported that the database proposal would be subject to Request for Proposals process.

Mr. Warren presented a copy of the FY 2021 Legal Services Contract for the Board's approval. He reminded the Board that the contract was an interagency agreement with the Alabama Funeral Board and a flat annual rate of \$27,500 was proposed. Mr. Stamps made a motion to approve the interagency Legal Services Contract for FY 2021 as presented. The motion was seconded by Sheriff Bates and unanimously approved by the Board.

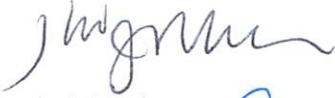
Chairman Murphy presented a list of proposed Board meeting dates for 2021. Sheriff Bates made the motion to approve the proposed dates as presented: February 11, May 13, August 12 and November 4, 2021. The motion was seconded by Mr. Stamps and unanimously approved by the Board.

Chairman Murphy announced that the next Board meeting was scheduled February 11, 2021 at 1:30 p.m.

Chairman Murphy called for comments from the public to address the Board.

There being no further business of the Board, Mr. Swearingen made a motion to adjourn the meeting. The motion was seconded by Sheriff Bates and unanimously approved by the Board. Chairman Murphy adjourned the meeting at 1:50 p.m.

Respectfully Submitted,



Kevin Murphy
Board Chair



Keith E. Warren
Executive Director

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