



## **Alabama Security Regulatory Board**

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### **MINUTES**

#### **Board Meeting**

**Thursday, May 7, 2020**

The Alabama Security Regulatory Board met on Thursday, May 7, 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), Ms. Debra Davis (member), Sheriff Ben Bates (member) and Mr. Harold Stamps (member). Also attending virtually was Mr. Cameron McEwen (General Counsel). Mr. Keith Warren (Executive Director), Mr. Dennis Trammell (Investigator) and Ms. Renee' Reames (recording secretary) were present onsite. Chairman Murphy called the meeting to order at 1:33p.m. Board roll was called by Mr. Warren and confirming a quorum was present, Chairman Murphy proceeded with the business meeting.

The regularly scheduled Board 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.alabama.gov](http://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 February 6, 2020 regular meeting, along with the minutes from the February 24, 2020 emergency meeting of the Board. A copy of the minutes from the two meetings were provided to the Board members prior to the meeting for their review. Mr. Swearingen made a motion to approve both sets of the February meeting minutes as presented. The motion was seconded by Ms. Davis 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 April 30, 2020, along with a line-item summary of expenses. He also reported on the total number of active licensees and the number of complaints received in FY 2020, noting one consent agreement would be presented later in the meeting. Mr. Warren commented on the effects of COVID 19 disrupting licensing activities, with no training being offered and offices closed preventing the processing of fingerprints. He reminded the members that receipt of licensing applications had been suspended since the applications were incomplete and lacked licensing documents due to these closures.

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 also presented the Administrator's Report on activities performed by the staff since the last regular Board meeting held in February (report on file in the official Book of Minutes). He reported that the Board's office had not closed during the current State of Emergency and services were continuing; however, the office was not accessible to the public.

The Board had a lengthy conversation about any options available to resume processing background checks for new and renewed licensees. The Board discussed notifying ALEA about the Board's concerns. Mr. Warren recommended that the Board resume accepting applications that were complete with all licensure information and applicants would continue to work with a temporary license pending ALEA processing background checks.

Mr. McEwen presented the Legal Counsel report which included one (1) Consent Order for the Board's approval.

- Case 2020-010BR – Mr. McEwen reported that the company was licensed and failed to have security guards licensed in a timely manner. He recommended a probationary period of one year and a \$1,000 fine be assessed.

Mr. Swearingen made a motion to approve the Consent Order as recommended in the case of 2002-010BR. The motion was seconded by Sheriff Bates and unanimously approved by the Board. Chairman Murphy indicated that the Executive Director would sign the Final Orders, on an interim basis during the State of Emergency.

Mr. Warren presented Rule 832-X-1-.11 Inspection of Licensees for final adoption. He indicated that the Rule had been published and no public comments had been received. Mr. Swearingen made a motion to approve the Final Rule. The motion was seconded by Sheriff Bates and unanimously approved by the Board.

Ms. Davis, chairperson of the Minimum Standards Committee, reported that the Committee was continuing to work on expanding the minimum standards training rules, include the use of force, and present recommendations at the next Board meeting.

Mr. Warren presented the proposed rule for Applications for Spouses of Active Duty Military Personnel. Sheriff Bates made the motion to approve the new rule as presented. The motion was seconded by Ms. Davis and unanimously approved by the Board.

Mr. Warren recommended that the Board waive all renewal late fees until further notice, due to the COVID 19 epidemic. Sheriff Bates made a motion to waive all renewal late fees until further notice. The motion was seconded by Mr. Stamps and unanimously approved by the Board.

The Board continued discussions about resuming the acceptance of applications as safer-at-home restrictions were reduced. They asked the Executive Director and Legal Counsel to draft a letter to ALEA to inquire about the status of processing background checks, so that licensing activities could resume. Mr. Swearingen made the motion to officially inquire to ALEA about the status of processing background checks and that the Board immediately resume accepting completed applications. The motion was seconded by Ms. Davis and unanimously approved by the Board. The Board stressed the importance of completed applications and that no incomplete applications would be accepted.

Mr. Warren reported that the IASIR conference scheduled to be held in Alabama had been postponed due to the COVID 19 epidemic and no additional information was available.

Chairman Murphy reported that the next meeting of the Board was scheduled Thursday, August 7, 2020 at 1:30 p.m.

There being no further business of the Board, Mr. Swearingen made a motion to adjourn the meeting. The motion was seconded by Ms. Davis and unanimously approved by the Board. Chairman Murphy adjourned the meeting at 2:41 p.m.

Respectfully Submitted,



Kevin Murphy  
*Board Chair*



Keith E. Warren  
*Executive Director*

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