



Alabama Security Regulatory Board
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MINUTES
Board Meeting
August 10, 2023

The Alabama Security Regulatory Board met on Thursday, August 10, 2023, at its office located at 2777 Zelda Road, Montgomery, Alabama, to conduct business. The following Board members were in attendance: Mr. Kevin Murphy (Board Chair), Mr. Harold Stamps (Vice Chair), Ms. Debra Davis (member), Mr. Jacob Pugh (member), and Sheriff Heath Jackson (member). Others attending were Mr. Keith Warren (Executive Director), Ms. Neva Conway (Legal Counsel), Mr. Mr. Denny Merritt (Board Investigator), Ms. Karen Harlow (Legal Assistant), Ms. Kristen Robinson (Licensing Specialist) and Ms. Renee' Reames (Recording Secretary). Mr. Warren called Board member roll and indicated that a quorum of the members was present to conduct business. Chairman Murphy called the meeting to order at 1:34 p.m. and he welcomed Board members and guests.

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.

Mr. Warren administered the oath of office to Mr. Harold Stamps, who had been reappointed to the Board.

APPROVAL OF MINUTES

Chairman Murphy presented, for the Board's approval, the minutes from the May 11, 2023, regular meeting and the July 31, 2023, special/called meeting. A copy of the minutes was provided to the Board members prior to the meeting for their review.

MOTION: Ms. Davis made a motion to approve the May regular meeting minutes and the July special/called meeting minutes as presented. The motion was seconded by Mr. Pugh and unanimously approved by the Board.

EXECUTIVE DIRECTOR'S REPORT

Mr. Warren presented the Executive Director's Report (report on file in the official Book of Minutes). He presented financial activities of the Board for the period ending July 31, 2023, to include a Cash Reconciliation Report and detailed listing of Obligations vs Budget Report for the Board's review. Mr. Warren reported that a final report of FY 2023 financial activities would be available following the end of the 13th accounting period. Mr. Warren reported on the total number of active licensees. He indicated that the criminal history backlog has been corrected and he introduced staff involved in the Board's licensing process. Mr. Warren also reported on the number of complaints the Board had received in FY 2023 and cases received in FY 2022. He reviewed a summary of activities performed by staff since the last board meeting held in May.

MOTION: Ms. Davis made a motion to accept the financial report as presented. The motion was seconded by Mr. Stamps and unanimously approved by the Board.

LEGAL COUNSEL REPORT

Ms. Conway reported that the Administrative Law Judge (ALJ) Recommendations had been received on seven (7) cases resulting from applicants appealing the administrative denial of their license. Chairman Murphy presented the following recommendations of the ALJ (available in official Book of Minutes):

- Case 2023-004D - motion by Mr. Stamps and second by Mr. Pugh to uphold the denial of the license. The motion was unanimously approved by the Board.
- Case 2023-005D - motion by Ms. Davis and second by Sheriff Jackson to uphold the denial of the license. The motion was unanimously approved by the Board.
- Case 2023-006D – motion by Sheriff Jackson and seconded by Mr. Stamps to uphold the denial of the license. The motion was unanimously approved by the Board.
- Case 2023-007D - motion by Mr. Stamps and second by Sheriff Jackson to uphold the denial of the license. The motion was unanimously approved by the Board.
- Case 2023-008D - motion by Ms. Davis and second by Mr. Pugh to uphold the denial of the license. The motion was unanimously approved by the Board.
- Case 2023-009D - motion by Mr. Pugh and second by Ms. Davis to uphold the denial of the license. The motion was unanimously approved by the Board.
- Case 2023-010D - motion by Mr. Stamps and second by Sheriff Jackson to uphold the denial of the license. The motion was unanimously approved by the Board.

Ms. Conway reported that the Investigative Committee had not met and were continuing to work on pending cases to include a case to file an injunction pending the Attorney General's approval.

MINIMUM STANDARDS COMMITTEE REPORT

MOTION: Ms. Davis made a motion to defer the report to the next Board meeting. The motion was seconded by Mr. Stamps and unanimously approved by the Board.

OLD BUSINESS

Fieldprint Inc. Proposal: Mr. Warren reported that he was speaking with other security companies that utilized Fieldprint Inc. for fingerprinting services and reviewing the modifications to the database.

State Vehicle: Mr. Warren reported that bids to purchase a Chevrolet Tahoe had not been made available by the State. The Board discussed other options should Chevrolets not be available for State bid.

NEW BUSINESS

Request for Dual Qualifying Agent Designations – Salient Consulting Group Mr. Merritt reported that the Qualifying Agent (QA) with one company licensed with the Board had requested to serve as QA for another company that he has ownership. Mr. Merritt explained that the QA would be hands-on through ownership in both companies in Alabama and he was licensed as a QA in other states for both companies.

MOTION: Mr. Pugh made the motion to approve the request to be the Qualifying Agent for the two companies to be licensed in Alabama. The motion was seconded by Sheriff Jackson and unanimously approved by the Board.

Approval of Administrative Services Contract: Ms. Conway reported on negotiations for Administrative Services with Smith Warren Management Services following the July 31, 2023 called/special meeting of the Board. The contract proposed included a \$42,500 monthly fee for 12 months over 5 years, and renewable on an annual basis up to the end of the 5th year, with the option of adjusting the monthly amount. A copy of the contract for Administrative Services was reviewed by the Board (available in the official Book of Minutes).

MOTION: Mr. Stamps made the motion to approve the Administrative Services Contract with Smith Warren Management Services as stated. The motion was seconded by Ms. Davis and unanimously approved by the Board.

Ms. Conaway explained that the contract would be submitted to the State's Contract Review Committee for approval. The Board members discussed attending the Committee meeting scheduled September 7, 2023, to answer any questions by the Committee members.

Sunset Committee Meeting: Chairman Murphy reported that the Board was scheduled to meet with the Legislative Sunset Committee on September 28, 2023, at 12:00 Noon, based on the revised meeting schedule of the Committee. Board members discussed requesting the Committee members' support of and proposed legislative changes in the Board's statute. Mr. Warren reported that in addition to attending the Sunset Committee meeting on September 28th, a planning session would also be held the prior day.

Recognition of Kevin Murphy's Service on the Board: Mr. Warren complimented Chairman Murphy for his long services and leadership on the Board, having served on the Board since its inception. Mr. Warren reported that he would request a Proclamation from the Governor's office honoring Chairman Murphy for his service with the Proclamation to be presented at a future Board meeting.

ANNOUNCEMENTS AND OTHER BUSINESS

Next Board Meeting: Chairman Murphy reminded the members that the next meeting of the Board was scheduled November 9, 2023, at 1:30 p.m. at the Board's office.

September 7, 2023: He also reminded the Board about attending the Contract Review Committee meeting, discussed earlier, in support of the Administrative Services Contract.

September 28, 2023: He also reminded the Board about attending the Sunset Committee meeting on September 28th and Committee planning meeting on September 27th.

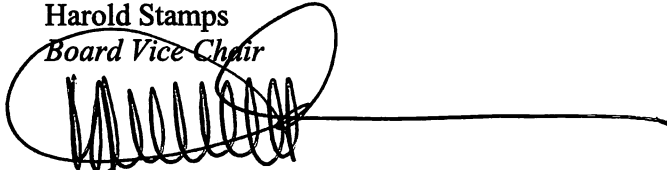
Chairman Murphy called for comments from guests. The Board indicated that virtual meetings would be held when a Board member was unable to attend in person and virtual attendance would be available for anyone wishing to attend. It was further explained that when virtual attendance was not required by a Board member(s), attendance would be in person and no virtual participation was needed by the Board.

There being no further business, Ms. Davis made a motion to adjourn the meeting. The motion was seconded by Mr. Pugh and unanimously approved by the Board. Chairman Murphy thanked the members for their support over the years while he served on the Board. Chairman Murphy adjourned the meeting at 2:20 p.m.

Respectfully submitted,



Harold Stamps
Board Vice Chair



Keith E. Warren
Executive Director

Approved on November 9, 2023 /rr (RR)