Alabama Security Regulatory Board
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MINUTES
Special Board Meeting
September 11, 2025

The Alabama Security Regulatory Board met on Thursday, September 11, 2025 at its office located at 2740 Zelda Road, third floor conference room in Montgomery, Alabama, to conduct special business. The following Board members were in attendance: Mr. Jacob Pugh (Board Chair), Mr. Harold Stamps (member), and Ms. Debra Davis (Board Vice Chair). Board members absent were Sheriff Kevin Turner (member) and Mr. Stephen McGavin (member). Others attending were Ms. Neva Conway (Legal Counsel) and Ms. Renee' Reames (recording secretary) and guests, Mr. Albert (Bert) Jordan and Mr. Michael James. Chairman Pugh called the meeting to order at 1:30 p.m. Ms. Reames called the Board member roll and indicated a quorum was presented to conduct business and Ms. Conway read aloud the Opening Statement concerning Robert's Rules of Order and the Alabama Open Meetings Act.

The special/called 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.

Ms. Conway reported that the purpose of the meeting was for the Board to consider proposal responses to the Request for Proposals for Administrative Management and Logistical Support Services, and the Board would go into Executive Session to evaluate the responses in accordance with the Procurement Office regulations for evaluation of RFP response proposals.

MOTION: Ms. Davis made the motion to accept the Board's September 11, 2025 special meeting agenda. The motion was seconded by Mr. Stamps and unanimously approved by the Board.

SPECIAL BUSINESS
Chairman Pugh called for a motion to move into Executive Session as reported by Ms. Conway. Mr. Stamps inquired about the purpose of Mr. Bert Jordan's attendance as a guest and Attorney. Jordan indicated that represented ARETE Impact Management, which had submitted a proposal. He asked the Board to carefully observe the rules for Executive Session in accomplishing the purpose.

MOTION: Mr. Stamps made the motion that the Board move into Executive Session for approximately 45 minutes. The motion was seconded by Ms. Davis and Ms. Conway certified the reason for the Executive Session as sufficient concerning the State Procurement Office regulations for evaluating proposals. The following roll call vote was recorded on the motion: Mr. Pugh, aye, Ms. Davis, aye, and Mr. Stamps, aye. Chairman Pugh called the Board into Executive Session at 1:38 p.m.

MOTION: Ms. Davis made the motion to adjourn the Executive Session and resume the regular meeting. The motion was seconded by Mr. Stamps and unanimously approved by the Board. Chairman Pugh reconvened the regular business session at 2:28 p.m.

MOTION: Ms. Davis made the motion to strike the agenda item under RFP Responses concerning approval of contracts as it was not applicable to the process of proposal ratings being submitted to the State Procurement Office. The motion was seconded by Mr. Stamps and unanimously approved by the Board.

Ms. Conway reported that the evaluation scores had been completed in accordance with the RFP specifications and the composition score would be submitted to the State Procurement Office. She reported that the terms would remain confidential, in the Board's submission to the Procurement Office, until an award was made, and any questions were to be submitted to State Procurement Office.

ANNOUNCEMENTS
Chairman Pugh reported that the next meeting of the Board was scheduled November 6, 2025. The Board discussed a conflict in scheduling.
MOTION: Ms. Davis made the motion to change the regular Board meeting date from November 6, 2025 to November 13, 2025. The motion was seconded by Mr. Stamps and unanimously approved by the Board.

There being no further business, Mr. Stamps made a motion to adjourn the meeting. The motion was seconded by Ms. Davis and unanimously approved by the Board. Chairman Pugh adjourned the meeting at 2:40 p.m.

Respectfully submitted,

Jacob Pugh
Board Chair

Keith E. Warren
Executive Director

Minutes approved on November 13, 2025 /rf RR