



Alabama Security Regulatory Board
2777 Zelda Road
Montgomery, AL 36106
(334) 269-9990
Fax (334) 263-6115
www.asrb.alabama.gov

MINUTES
Board Meeting
Wednesday, July 11, 2018

The Alabama Security Regulatory Board met on Wednesday, July 11, 2018, at its office located at 2777 Zelda Road, Montgomery, Alabama, to conduct business. The following Board members were in attendance: Mr. Kevin Murphy (Chair), Ms. Debra Davis (member) and Mr. Burke Swearingen (member). Board members absent were Ms. Stephanie Ortel (Vice Chair) and Mr. Ben Bates (member). Also, in attendance were Mr. Keith Warren (Executive Director), Mr. Randy Barrows (Board Administrator), Mr. Cameron McEwen (General Counsel), Ms. Jennifer Love (Legal Assistant) and Ms. Jenna Lanier (serving as recording secretary). The meeting was called to order at 1:37 p.m. by Mr. Murphy, Board Chair.

The Board meeting was advertised on the Board's web site, 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 the minutes from the June 21, 2018 Board meeting for the Board's approval. Copies of the minutes were provided to the Board members prior to the meeting for their review. Ms. Davis made a motion to approve the June 21, 2018 minutes as presented. The motion was seconded by Mr. Swearingen and unanimously approved by the Board.

Mr. Warren presented the Executive Director's Report (report on file in the official Book of Minutes), which included financial information for FY 2018 as of May 30, 2018. He also reported on the total number of active licensees and pending licenses, the number of company inspections conducted, and the number of consumer complaints received in FY 2018.

Mr. Warren presented the Administrator's Report listing activities performed by the staff since the last Board meeting, which included information on applications processed, incomplete applications returned to applicants and licenses issued, etc. (report on file in the official Book of Minutes).

Mr. Swearingen commented on the potential for implementing an expiration on the temporary licenses for guard applicants. The possibility of putting a limit of 90 days on the temporary licenses was discussed.

Mr. Warren reported that Ms. Davis's term was expiring on September of 2018. Ms. Davis wishes to continue to serve. Mr. Warren also reported that Mr. Bates's term expires on August of 2018.

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

Mr. McEwen presented consent 2018-012BR. Ms. Davis made a motion to approve the consent agreement as presented. The motion was seconded by Mr. Swearingen and unanimously approved by the Board.

Mr. McEwen presented the Legal Counsel's Report, which included Recommendations from the Administrative Law Judge (ALJ) regarding licensure. A copy of the ALJ's recommendations was provided to the Board members prior to the meeting for their review. Mr. McEwen explained that hearings were held for those individuals who had appealed the administrative denial of their license and he summarized the ALJ Recommendations on the following cases:

- Case 2017-027D – the ALJ recommended that the Board grant the license;
- Case 2017-036D – the ALJ recommended that the administrative staff's decision to deny the license be upheld;
- Case 2018-010D – the ALJ recommended that the administrative staff's decision to deny the license be upheld;
- Case 2018-011D – the ALJ recommended that the administrative staff's decision to deny the license be upheld;
- Case 2018-013D – the ALJ recommended that the license be granted with added responsibility; failure to fulfill responsibilities to result in revocation

Mr. Murphy called for a recess at 2:29 PM. The meeting was back in session at 2:34 PM.

- Case 2018-014D – the ALJ recommended that the administrative staff's decision to deny the license be upheld;
- Case 2018-015D – the ALJ recommended that the administrative staff's decision to deny the license be upheld;
- Case 2018-016D – the ALJ recommended that the administrative staff's decision to deny the license be upheld;
- Case 2018-018D – the ALJ recommended that the administrative staff's decision to deny the license be upheld;
- Case 2018-019D – the ALJ recommended that the administrative staff's decision to deny the license be upheld;
- Case 2018-021D – the ALJ recommended that the administrative staff's decision to deny the license be upheld;
- Case 2018-022D – the ALJ recommended that the administrative staff's decision to deny the license be upheld;
- Case 2018-023D – the ALJ recommended that the administrative staff's decision to deny the license be upheld;
- Case 2018-024D – the ALJ recommended that the Board grant the license;

- Case 2018-025D – the ALJ recommended that the administrative staff’s decision to deny the license be upheld;
- Case 2018-026D – the ALJ recommended that the administrative staff’s decision to deny the license be upheld;

Mr. McEwen recommended that the Board approve the Recommendations of the ALJ. Ms. Davis made the motion to approve the recommendations of the ALJ as presented. The motion was seconded by Mr. Swearingen and unanimously approved by the Board.

Mr. McEwen presented the Administrative Services Bid. One bid was submitted by Warren and Company, Inc.

Mr. Warren presented the bid binder and each section. He reported bid content which included his response to bid specifications, resumes, insurance requirements, disclosure statement, eVerify and property deed. He also reported company experience, personnel, two organizational charts and management systems for files and records (flow of duties). Also included were office facilities and equipment, computers-databases and software, data backup and the cloud, Kalm Services, OIT, monthly/annual fee outline and clients and contact information.

Mr. Swearingen inquired about Warren and Company’s disaster recovery plan. Mr. Warren addresses Kalm Service’s daily backup procedure and hardcopy tapes that are replaced daily to store and retain data. Also discussed were the number of staff members dedicated to the Board. Mr. Warren reported that an additional staff member is to be added in the new fiscal year.

Lastly, Mr. Warren discussed the terms of cancellation. A motion was made by Mr. Swearingen to approve the bid as presented. The motion was seconded by Ms. Davis and unanimously approved by the Board.

Mr. Warren commented on the upcoming legislation and lobbying expected for the March 2019 session. A rule change regarding retired law enforcement training was discussed.

Mr. Ray Bryers (guest) presented his comments on retired law enforcement training. He included in his comments that a role-changing or transition course would be beneficial for the change of duty.

Chairman Murphy reminded the members about the Board’s next regularly scheduled meeting on November 8, 2018. Mr. Warren recommended that the Board meet before the regularly scheduled date. Mr. Swearingen made a motion that the next Board meeting be held on October 11, 2018 at 1:30 p.m. The motion was seconded by Ms. Davis and unanimously approved by the Board.

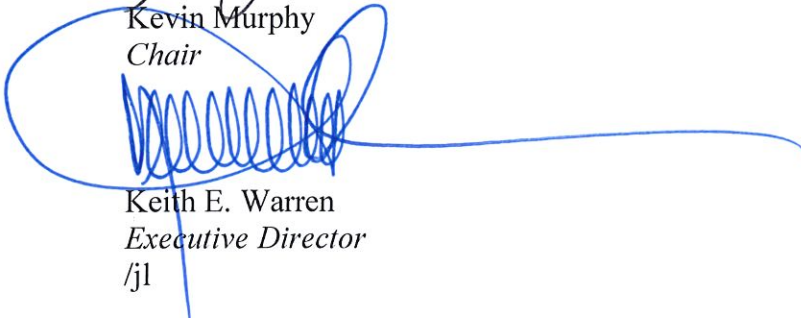
Mr. Swearingen made a motion to cancel the November 5, 2018 Board meeting. The motion was seconded by Ms. Davis and unanimously approved by the Board.

There were no further comments from the floor; nor, any 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 3:37 p.m.

Respectfully Submitted,



Kevin Murphy
Chair



Keith E. Warren
Executive Director

/jl