



**Alabama Security Regulatory Board**  
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**MINUTES**  
**Board Meeting**  
**Thursday, November 7, 2019**

The Alabama Security Regulatory Board met on Thursday, November 7, 2019, at its office located at 2777 Zelda Road, Montgomery, Alabama, to conduct business. The following Board members were in attendance: Mr. Kevin Murphy (Chair), Mr. Burke Swearingen (member) and Ms. Debra Davis (member) and Sheriff Ben Bates (member). Board member not in attendance was Ms. Stephanie Ortel (Vice Chair). Also, in attendance were Mr. Keith Warren (Executive Director), Mr. Cameron McEwen (General Counsel), Mr. Randy Barrows (Administrator), Mr. Mike James (Investigator), Mr. Dennis Trammell (Investigator), Ms. Jennifer Love (Legal Assistant), Mr. Mike Weeks (Legislative Affairs) and Ms. Renee' Reames (recording secretary). The meeting was called to order at 1:35 p.m. by Mr. Murphy, Board Chair, indicating a quorum of the members were present.

The 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 August 8, 2019 regular meeting and September 18, 2019 special/called meeting. Copies of the meeting minutes were provided to the Board members prior to the meeting for their review. Mr. Swearingen made a motion to approve the August and September 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 September 30, 2019, 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 2019.

Mr. Warren also presented the Administrator's Report on activities performed by the staff since the last regular Board meeting, which included information on the number of applications processed, incomplete applications returned to applicants and licenses issued, etc. (report on file in the official Book of Minutes). Mr. Warren reported that a new inter-agency agreement had been signed with ALEA regarding the processing of applicants' fingerprints.

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

- Case 2019-022C and Case 2019-023C – Mr. McEwen reported that a complaint was filed by two different individuals concerning the contract-security company in these cases. The company was licensed and, while doing business, did not have security guards licensed within a timely manner and within 30 days of initial employment with the company. He recommended a probational period of one year and a \$500 fine be assessed. Mr. Swearingen made the motion to approve the Consent Agreement as presented. The motion was seconded by Sheriff Bates and unanimously approved by the Board.

Mr. Warren presented a request from a continuing education (CE) provider for an online refresher course that had an examination at the conclusion of the training session. The members acknowledged that the Minimum Standards Committee was currently at task on recommending training guidelines to the Board, which would affect the CE requirements. The Board had concerns about proctored examination protocols to ensure licensees were identified as the person taking the examination for the course. Ms. Davis made the motion that the request be tabled to allow the Board an opportunity to establish new training guidelines and thereafter the applicant would be invited to a Board meeting to discuss with the Board the proposed course.

Ms. Davis, chairperson of the Minimum Standards Committee, presented an outline of an 8-hour training course for unarmed licensees, which allowed for secondary training topics added by employer/contract security company. The Board discussed identifying the use of force training hours and expanding the training hours beyond the 8-hour minimum for initial training. Following a lengthy discussion, Mr. Swearingen made the motion to table the training proposal recommended by the Committee. The motion was seconded by Ms. Davis and unanimously approved by the Board.

Mr. McEwen present a proposed rule regarding inspections for the Board's approval. He indicated that he had spoken with the Governor's staff about the proposed language, as discussed at the last regular meeting of the Board. Mr. Swearingen made the motion to approve the language for a new Rule for inspections. The motion was seconded by Ms. Davis and unanimously approved by the Board.

Mr. Warren presented a proposed rule to ensure that applications by spouses of active military personnel were processed expeditiously, based on a new law regarding this matter. The Board discussed whether this required the Board creating a new rule, based on the Board's current licensure rules. Mr. Warren recommended that the matter be deferred to allow an opportunity for further review of the rules, and the Board unanimously concurred.

Chairman Murphy announced that annual election of officers was due and asked Mr. Warren

to proceed with the election process. Mr. Warren requested nominations for the office of Board Chair and Board Vice Chair. Mr. Swearingen made the motion that the current officers remain the same with Mr. Murphy as Board Chair and Ms. Ortel as Board Vice Chair. The motion was seconded by Sheriff Bates and unanimously approved by the Board.

Chairman Murphy presented a list of dates in 2020 for the Board to conduct regular business meetings. Ms. Davis made the motion to approve the following 2020 meeting dates: February 6, May 7, August 6 and November 5. The motion was seconded by Mr. Swearingen and unanimously approved by the Board.

Mr. Warren commented on attendance at the recent ISAIR conference. He announced the next ISAIR conference would be held in Huntsville, Alabama. He encouraged the Board members to attend and he would notify the Board about the exact date in October for the conference.

Chairman Murphy opened the floor for comments from the guest and there were none.

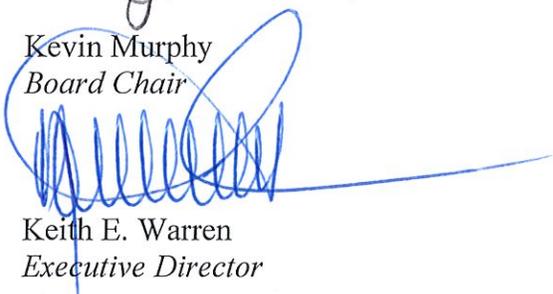
Chairman Murphy reported the next meeting of the Board was scheduled Thursday, February 6, 2020 at 1:30 p.m.

There were no further business of the Board and Sheriff Bates 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 2:20 p.m.

Respectfully Submitted,



Kevin Murphy  
*Board Chair*



Keith E. Warren  
*Executive Director*

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