



Alabama Security Regulatory Board
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MINUTES
Board Meeting
Thursday, November 20, 2014

A meeting of the Alabama Security Regulatory Board was called to order at 1:30 p.m. on Thursday, November 20, 2014 at its office located at 2777 Zelda Road, Montgomery, Alabama, in order to conduct business. The following Board members were in attendance: Mr. Burke Swearingen (Chair), Ms. Carol Dodgen (Vice Chair), Mr. Kevin Murphy and Ms. Stephanie Ortel. Board member absent was Mr. Sid Lockhart. Also in attendance were Mr. Keith E. Warren (Executive Director), Mr. Cameron McEwen (Board Counsel), Mr. Randy Barrows (Administrator), Mr. Mike James (Investigator) and Ms. Renee' Reames (Executive Secretary to Mr. Warren).

Public Notice of this regularly scheduled meeting was submitted to the Secretary of State's web site at www.sos.alabama.gov in accordance with the requirements of the Alabama Open Meetings Act, and advertised on the Board's web site, www.asrb.alabama.gov.

The minutes from August 13, 2014 Board meeting were presented for the Board's approval. A copy of the minutes was provided to the Board members prior to the meeting for their review. Ms. Ortel made a motion to dispense with the reading of the minutes and to approve the August minutes as presented. The motion was seconded by Mr. Murphy and unanimously approved by the Board.

Mr. Warren presented the Executive Director's Report (report filed in the official Book of Minutes), which included revenue and expense totals and fund balance. He reported that the budget had increased based on the project increase in licensing fees. He further reported on the total number of active licensees, certified trainers and companies. He also reported on the number of consumer complaints received in FY 2014 and to-date in FY 2015. Mr. Murphy made a motion to accept the Executive Director report as present. The motion was seconded by Ms. Dodgen and unanimously approved by the Board.

Mr. McEwen presented the Legal Counsel's Report and stated that it was his understanding that the City of Mobile had stopped enforcing the ordinance requiring individual security guards to purchase private investigator licenses. He reported that the City was in the process of modifying its ordinance concerning this matter.

Mr. Warren reported that the Legislative Session would begin in March and that a proposed legislative bill would be drafted to include a change in Certified Trainer licensing fee and cleaning up the language about personal application and licensing fee.

Mr. Warren reported that the travel for the Board's investigator had increased due to inspections and volume of complaints. Mr. Swearingen recommended that a minimum of 4 inspections be conducted monthly. Mr. Murphy made a motion that the Board reimburse the travel expense for the investigator. The motion was seconded by Ms. Ortel and unanimously approved by the Board.

Mr. Swearingen proposed four dates for the Board to meet in 2015. Ms. Dodgen made the motion to approve the meeting dates of February 12, 2015, May 7, 2015, August 20, 2015 and November 19, 2015. The motion was seconded by Mr. Murphy and unanimously approved by the Board.

Mr. Swearingen discussed with the Board about establishing measures to evaluate staff performance on a quarterly basis to include processing applications, resolution of complaints, number of inspections and identifying a percentage associated with performance to increase, up to 5%, the Administrative Services Contract fee.

Mr. Swearingen reported that the annual election of officers was due. Ms. Dodgen nominated Mr. Murphy as Board Chair and the nomination was seconded by Ms. Ortel. There were no other nominations from the floor and the nomination was unanimously approved by the Board. Mr. Murphy nominated Ms. Ortel as Board Vice-Chair and the nomination was seconded by Ms. Dodgen. There were no other nominations from the floor and the nomination was unanimously approved by the Board.

The Board discussed Board terms. Mr. Murphy reported that he had spoken with a member of the Montgomery Chapter of ASIS (American Society for Industrial Security) about sending a letter of recommendation to the Governor regarding his reappointment. Mr. Warren reported that Board members may continue to serve beyond the expiration of their term until an appointment had been made by the Governor.

The next regularly scheduled meeting of the Board is February 12, 2015 at 1:30 p.m.

There was no further business and Mr. Swearingen adjourned the meeting at 2:00 p.m.

Respectfully Submitted,



Burke V. Swearingen
Chair



Keith E. Warren
Executive Director