

The Alabama Professional Bail Bonding Board
Board Meeting Minutes
August 27, 2021

With proper and required notice having been provided to the Alabama Secretary of State's Office along with posting on the websites of the Alabama Secretary of State and the Alabama Professional Bail Bonding Board, a meeting of the Alabama Professional Bail Bonding Board was held on Friday, August 27, 2021, at 60 Commerce Street, Suite 1440, Montgomery, Alabama. Due to the COVID-19 pandemic and pursuant to Section IV Open Meeting Act of the Proclamation issued the 13th day of August, 2021, by Governor Kay Ivey, attendance was also perfected via in person and ZOOM audio/video conferencing. The meeting was called to order at 10:14 a.m. by Chairman Chris McNeil.

A quorum having been established and maintained; the following Board members were in attendance:

District I: Chris McNeil – in person
District III: Barry Johnson – virtual
District IV: Alesia Kyser – in person
District V: Victor Howard – in person
District VI: Jimmie Lay – virtual
District VII: Vacant – resignation of Edward Giles effective June 30, 2021
Judge: The Honorable Spiro Cheriogotis – virtual
Circuit Clerk: The Honorable Carla Woodall – virtual

Board Members not in attendance were:

District II: Gustavius Maxie

Also present was Claire Austin, Executive Director; Brenda Holden and Will Parker, Administrative Support; and Mary Goldthwaite (virtual), Board Attorney, Alabama Attorney General's Office.

The meeting was opened with prayer by Victor Howard.

A motion to approve the agenda was made by Spiro Cheriogotis and seconded by Victor Howard. Motion passed unanimously.

The minutes of the May 16, 2021, meeting were previously distributed and reviewed. A motion was made by Jimmie Lay to waive the reading of the minutes and approve as submitted. Motion was seconded by Barry Johnson. Motion passed unanimously.

The Executive Director's Report was submitted by Claire Austin. Discussion was held related to work performed updating the Rules and Regulations to comply with changes in the law from the 2021 Legislative session. For incomplete applications received in the past 10 months, notifications were issued to applicants that they were now void. A contract has been signed and entered into with ALEA regarding background checks and will be in effect for the 2021-2022 renewals and new licenses. All complaints are being processed through the Investigative Committee. The Financial Report was given by Will Parker. Discussion was held of improper coding of Professional Services as Supplies, which will be corrected. Discussion was also held of compensation issued to Executive Director where November 6, 2021, it was increased until May 31, 2021, and would revert back to established rate (minutes of June 5, 2020 and November 6, 2021 reviewed). Fiscal report does not reflect this, and it was requested to be reviewed.

A motion was made by Chris McNeil to increase the Executive Director's compensation from current compensation (38 hours) to 45 hours per month at the rate of \$100/hour for a total of \$4,500/month effective September 1, 2021. Motion was seconded by Jimmie Lay. Motion passed unanimously.

A discussion was held regarding ability for apprentice license renewals for individuals over the age of 21 whose license expires. Board attorney advised the statute is silent regarding this and the Board cannot renew and Rules and Regulations cannot be created.

Chairman McNeil advised the next regularly-scheduled meeting of the Board was September 24, 2021, at 10:00 a.m.

An announcement was made that Board Member Ed Giles resigned effective June 20, 2021, and a vacancy would be filled by Governor Ivey whereupon officer elections would need to be held.

Claire Austin advised the website was being updated to reflect the 2021 renewal process.

A discussion was held of the proposed updates to the Rules and Regulations which would be distributed for Board review. Due to time constraints for required submission to the Legal Services Agency (LSA) to meet the deadline of September 1, 2021, and work still needing to be performed, an emergency meeting of the Board was scheduled for Tuesday, August 31, 2021, at 8:30 a.m. via ZOOM or in person as allowed by the August 13th Governor's Proclamation. Board Attorney advised there was not adequate time for review of content but office staff would review for verbiage and formatting. Claire Austin advised it would be forwarded to the Board Attorney by noon on Monday for review.

A discussion was held of compensation to Board members for reimbursement of travel expenses.

Due to virtual meeting being conducted, Carla Woodall advised a summary of the meeting would be electronically submitted to Claire Austin and Brenda Holden to meet the 24-hour requirement of posting.

There being no further business, a motion to adjourn by Carla Woodall was made and seconded by Spiro Cheriogotis. Before a vote was taken, Claire Austin advised discussion was needed related to license fees.

A discussion was held to establish the license fee for bonding companies. A motion to establish the fee for bonding companies at \$50 per year was made by Spiro Cheriogotis and seconded by Jimmie Lay. Motion passed unanimously.

There being no further business, a motion to adjourn was made by Jimmie Lay and seconded by Victor Howard. Motion passed unanimously. Meeting adjourned at 11:30 a.m. with an announcement that the updated Rules and Regulations would be distributed for review prior to the August 31, 2021, emergency meeting.

Respectfully submitted:

/S/: Chris McNeil
Chris McNeil
Chairman

/S/: Carla H. Woodall
Carla H. Woodall
Secretary