

The Alabama Professional Bail Bonding Board
Board Meeting Minutes
September 24, 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, September 24, 2021, at 60 Commerce Street, Suite 1440, Montgomery, Alabama. The meeting was called to order at 10:22 a.m. by Chairman Chris McNeil.

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

District I: Chris McNeil
District III: Barry Johnson
District IV: Alesia Kyser
District VI: Jimmie Lay
Circuit Clerk: The Honorable Carla Woodall

Board Members not in attendance were:

District II: Gustavius Maxie
District V: Victor Howard
District VII: Vacant – resignation of Edward Giles effective June 30, 2021
Judge: The Honorable Spiro Cheriogotis

Also present was Claire Austin, Acting Executive Director; Will Parker; and Mary Goldthwaite, Board Attorney, Alabama Attorney General's Office.

Unless otherwise notated, all votes were cast by a show of hands.

The meeting was opened with prayer by Jimmie Lay.

A motion to approve the agenda was made by Jimmie Lay and seconded by Barry Johnson. Motion passed unanimously.

The minutes of the August 31, 2021, meeting was previously distributed by email to Board members for review. A motion was made by Barry Johnson to waive the reading of the minutes. Motion was seconded by Alesia Kyser. Motion passed unanimously. A motion was then made by Jimmie Lay to approve the August 31, 2021, minutes as distributed and seconded by Barry Johnson. Motion passed unanimously.

The Executive Director's Report was submitted by Claire Austin. ALEA background requests have been delivered to ALEA. A backlog of requests was created due to miscommunication of contract entered and ALEA workers not informed. Discussion was also held of licensees not following instructions online and time spent talking with licensees correcting issues. The Financial Report was given by Will Parker of May 21, 2021 to September 23, 2021, which from this point forward will be submitted based upon the fiscal quarter. Alabama Interactive notifies APBB weekly of payments made online and transferred to Treasury Department wherein Board Office notified STARRS. It was reported today's balance of APBB is \$80,134.00. Jimmie Lay inquired as to liabilities of the Board. Claire Austin reported liabilities to Alabama Interactive are undeterminable in that 2 \$10,000 payments deducted by the Treasury from the APBB account approximately 8 months ago issued to Alabama Interactive were lost and appears to have been applied/credited to someone else's account by Alabama Interactive. Due to a resignation of an employee at Alabama Interactive, there will be a new contact for Alabama Interactive. Marla, an upper-

management employee of Alabama Interactive, is reviewing the APBB account and that Chris McNeil has been CC'd on all emails. An estimated 250 license renewals, 20 new licenses, and 12 apprentice applications have been submitted at this time. License certificates have been reprinted and delivered to APBB office. Company and Apprentice certificates have been ordered and expected to be delivered next week to APBB office. A discussion was held of multiple problems by licensees in renewing and the fielding of complaints. A review was had of the expenses reflected on the Financial report and cash receivables. The cash receivables are "top heavy" due to this being renewal time. Expected 82% to renew generating approximately \$72,000 in funds. Because of so few license renewals at this time, it is expected many more will come in and lots after the deadline wherein late fees will be incurred. Some licensees obtained two licenses for bondsman and recovery agent, not realizing one license covers both. Discussion was held of no longer distinguishing the type of license on license number and/or application so as to alleviate this confusion. Alabama Interactive charges include monthly fees, hosting data base fees, yearly fees, 5% credit card fees, and 12% for small license cards. A payment was made August 9, 2021, in the amount of \$10,250.00 for current charges. Because of the accrued charges, after the renewal process it is believed other options more economical are available for these services as appears to be 60% over market value is being assessed. Alabama Interactive has a "red flag" of the unhappiness and that there are more than 2 vendors available to State boards for these services than originally communicated at the inception of the APBB. Options are being reviewed for the APBB to purchase a machine for the printing of the small certificate cards in house. Discussion continued explaining the problem of finding the payments that Alabama Interactive says were now applied to another account/customer of the 2 \$10,000 payments made in February/March of 2021. Reimbursement of mileage submitted by Board members is in the works through the State Comptroller's Office. A motion to approve the Executive Director's Report was made by Jimmie Lay and seconded by Barry Johnson. Motion passed unanimously.

Related to old business, a letter to the Department of Insurance is to be issued to request a list of sureties so as to notify them of the requirement that they be licensed by the APBB. A letter also to be issued to the Courts, Sheriffs, and Circuit Clerks that ALEA background checks are a requirement for licensure and for them to require also is repetitive and costly for bondsmen.

Discussions were held related to an approved badge to be issued. A sample badge was presented and possible contract with LEO's Uniform Supply to issue the badges once authorized by APBB and all licensees responsible individually for the financial obligation of the badge. The name of the Board would be at the top of the badge and "LICENSEE" at the bottom. A motion was made to approve LEO's Uniform Supply as well as the badge design as presented was made by Jimmie Lay and seconded by Barry Johnson. Motion passed unanimously.

Related to new business, an organizational/procedural system is to be established for complaints received by APBB wherein a form would be created and number assigned to each complaint. Notification to licensee with letter and copy of complaint attached sent via certified mail and regular mail by the Executive Director.

Chris McNeil reported that the Alabama Professional Bail Bond Association is conducting interviews next week of 3 applicants to fill the vacancy on the APBB of District VII and recommendations will be forwarded to the Governor for appointment.

A discussion was held regarding complaints filed with the APBB wherein possible conflicts exist of Chris McNeil serving on the Investigative Committee. Jimmie Lay made a motion that when conflicts occur that he as Vice Chairman appoint the Investigative Committee to review the complaint. Motion was seconded by Barry Johnson, and motion passed unanimously.

A motion was made by Chris McNeil for the Board to convene into executive session to report on an appeal of a denial of a license wherein good name and character would be discussed for 10 minutes.

Board Attorney Mary Goldthwaite certified this was proper reason for the Board to meet in executive session. Motion was seconded by Jimmie Lay. A roll call vote was taken, and motion passed unanimously. The Board convened into executive session at 11:27 a.m. At 11:36 a.m., the Board adjourned from executive session.

Clair Austin inquired if the Board Attorney had any report on pending litigation wherein Board Attorney Mary Goldthwaite responded there was no report.

A motion was made by Barry Johnson to deny licensure of applicant who appealed the original denial for licensure. *Note: Name of licensee intentionally withheld from minutes as Code of Alabama requires applications for licensure to remain confidential.* Motion was seconded by Alesia Kyser. After a roll call vote, motion passed unanimously. Claire Austin will notify applicant of the Board's action.

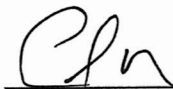
Discussion was held of the renewal deadline dates for all licensees.

Chris McNeil announced that the next meeting of the APBB will be held Friday, December 3, 2021, at 10:00 a.m.

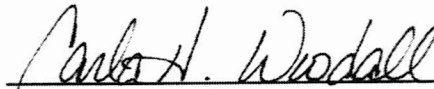
A discussion was held related to vacancies of Board members.

There being no further business, a motion to adjourn was made by Barry Johnson and seconded by Alesia Kyser. Motion passed unanimously. Meeting adjourned at 11:42 a.m.

Respectfully submitted:



Chris McNeil
Chairman



Carla H. Woodall
Secretary