



## ALABAMA PROFESSIONAL BAIL BONDING BOARD

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### MINUTES

#### Board Meeting

August 15, 2025

The Alabama Professional Bail Bonding Board met on Friday, August 15, 2025, at the Board's office located at 2777 Zelda Road, Montgomery, Alabama. The following Board members were in attendance: Mr. Jimmie Lay (Board Chair), Ms. Carla Woodall (Board Secretary), Mr. Chris McNeil (member), Mr. Gustavius Maxie (member), Mr. John Vaughn (member), Mr. Barry Johnson (member), Ms. Alexis Wooden (member), and Ms. Jennifer Collard (member arriving 10:38 a.m.). One vacancy existed on the Board. Others present at the meeting were Mr. Keith Warren (Executive Director), Ms. Tara Hetzel (Assistant Attorney General-Board Legal Counsel), Ms. Brenda Holden (Licensing Specialist), Ms. Karen Entriken (Investigator), Ms. Karen Harlow (Legal Assistant), Mr. Denny Merritt (Investigator) and Ms. Renee' Reames (recording secretary).

Mr. Jimmie Lay, Board Chairman, called the meeting to order at 10:05 a.m. Mr. Warren called the Board member roll and reported that a quorum was present to conduct Board business. Chairman Lay reported that the meeting was open to the public and the meeting would be conducted under Roberts Rules of Order. Chairman Lay did not vote on matters before the Board except in cases of a tie. Chairman Lay welcomed everyone attending the meeting.

Public notice of this regularly scheduled meeting was submitted to the Secretary of State [www.sos.alabama.gov](http://www.sos.alabama.gov) in accordance with the requirements of the Alabama Open Meetings Act and published on the Board's web site at [www.apbb.alabama.gov](http://www.apbb.alabama.gov).

#### APPROVAL OF AGENDA

Chairman Lay presented a copy of the August 15, 2025 meeting agenda for the Board's approval. A copy of the agenda was provided to the Board members prior to the meeting for their review.

MOTION: Mr. McNeil made a motion to approve the August meeting agenda. The motion was seconded by Mr. Vaughn and unanimously approved by the Board (agenda available for viewing in the Board's official Book of Minutes).

#### APPROVAL OF MINUTES

Chairman Lay presented a copy of the April 25, 2025 regular meeting minutes for the Board's approval.

MOTION: Mr. McNeil made a motion to dispense with the reading of the minutes and approve the February regular meeting minutes as presented. The motion was seconded by Mr. Johnson and unanimously approved by the Board (minutes available for viewing in the Board's official Book of Minutes).

#### REPORTS

##### Board Chairman Report:

Chairman Lay indicated that he had no report at this time.

Executive Director Report:

Mr. Warren reported on the current number of licenses (#735), along with business (#195) and apprentice licenses (#31), as of July 31, 2025. He presented a list of new licenses that had been issued as of March 31, 2025 through July 31, 2025, along with new company licenses and apprentice licenses issued during the same period (report available in the Board's official Book of Minutes). Mr. Warren indicated that the number of apprentices who applied for professional licenses would be reported in future licensure reports.

MOTION: Mr. McNeil made the motion to ratify the approval of new licenses as presented. The motion was seconded by Mr. Johnson and unanimously approved by the Board.

Mr. Warren reviewed the status of complaints for fiscal years 2023 through 2025 and reported on assessed disciplinary fines. The Board discussed the time period to pay disciplinary fines and adding disciplinary consequences to the consent agreements terms, along with impact on the licensee's good standing status. The members discussed the Board's authority to assess fines for violations and considered progressive notices to the respondents to collect outstanding fines, requesting the respondent appearance before the Board and proposing changes in the Board's statute to enforce payment of fines.

Financial Report

Mr. Warren presented the financial activities of the Board for the period of February 1, 2025 through July 31, 2025 (report available in the Board's official Book of Minutes). He reviewed the cash flow analysis indicating cash receipts and expenditures for the reported period. He presented the total amount of expenditures from October 1, 2024 through July 31, 2025 period, as compared to budget, and estimated expenses for the remainder of the fiscal year. He reported a projected positive cash balance for fiscal year-end. The Board discussed the use of Board funds to benefit licensees and commented on the recent arrest in Alabama due to a bail scam. The Board agreed to further consider the use of Board funds for a public awareness program to educate the public on bail scams.

MOTION: Mr. Johnson made the motion to accept the financial statement as presented. The motion was seconded by Mr. McNeil and unanimously approved by the Board.

Legal Counsel Report:

Ms. Hetzel presented the Investigative Committee (IC) report, which included the Committee's recommendations concerning complaint cases. She reported on a licensure request for reconsideration of a denied license. The circumstances involving the denial were reviewed. It was the consensus of the Board to approve the reconsideration request for licensure and issue the license to applicant RW.

Ms. Collard arrived at 10:38 a.m.

Ms. Hetzel presented the following IC recommendations concerning complaint cases:

Cases 2025-029, 2025-030, 2025-031, 2025-035, 2025-036, 2025-037, and 2025-038 with the same respondent – emergency suspension and hearing set before an ALJ. The respondent received notice and served in-person and notice of the respondent's emergency suspension of license had been sent to the courts.

Cases 2023-027BR and 2023-035BR with the same respondent – deny respondent's request for reinstatement of license and deny hearing request consideration.

MOTION: Ms. Woodall made the motion to approve the IC recommendation to deny request for reinstatement of license and request for hearing. The motion was seconded by Mr. Johnson and unanimously approved by the Board, with Chairman Lay and Mr. McNeil recusing to vote as members of the committee.

Ms. Wooden arrived at 10:57 a.m.

Cases 2025-017, 2025-021, 2025-025, and 2025-027 with different respondents in each case – complaints were unfounded.

MOTION: Mr. Johnson made the motion to approve the IC recommendation to close the cases as unfounded. The motion was seconded by Mr. McNeil and unanimously approved by the Board, with Chairman Lay and Mr. McNeil recusing to vote as members of the committee.

Case 2025-001BR – The Board previously approved a settlement agreement and voluntary surrender of license. Respondent provided a judgement of acquittal following the court case and had asked that license be reinstated.

MOTION: Ms. Woodall made the motion to approve the IC recommendation to reinstate license in case 2025-001BR. The motion was seconded by Mr. McNeil and unanimously approved by the Board, with Chairman Lay and Mr. McNeil recusing to vote as members of the committee.

Scam Awareness Committee Update: Ms. Wooden reported that flyers had been prepared concerning Bail Scam awareness and copies of the flyers would be provided to the Executive Director to distribute.

#### OLD BUSINESS

Open Board Seat Update: Mr. McNeil reported that the Association had presented three recommendations to Governor Ivey's office to fill the vacant judge position on the Board and the appointment was pending.

#### NEW BUSINESS

Annual Renewal of Administrative Services Contract: Chairman Lay deferred discussion of the Administrative Services contract renewal to the end of the agenda.

Proposed Rule 153-X-3-.05 Apprentice Licenses: Mr. Warren presented a proposed changes to Board Rule 153-X-3-.05 Apprentice Licenses. The Board agreed to add the conviction of moral turpitude as determined on a case-by-case basis by the Board and to remove proposed reference to Class A misdemeanors, as additional rule changes. The Board agreed that moral turpitude violations would be discussed on a case-by-case basis and discussed giving consideration to moral turpitude drug violations based on lapse of time since conviction.

MOTION: Ms. Woodall made the motion to not define moral turpitude at this time. The motion was seconded by Mr. Maxie, and the motion was approved by the Board, with Mr. McNeil opposed to the motion.

Discussions Pertaining to Applications' Criminal Background Questions: Mr. Warren presented modifications to the questions on the Bondsman application concerning criminal background. Ms. Hetzel inquired about military-court dishonorable discharges and the Board agreed to add reference to convictions in federal, state or military courts, along with removing reference to an affidavit replacing with a statement of disclosure and moral character.

MOTION: Mr. McNeil made the motion to approve the changes to the licensure application and apprentice application as discussed. The motion was seconded by Mr. Johnson, and the motion was approved by the Board, with Mr. McNeil opposed to the motion.

Annual Renewal of Administrative Services Contract: Mr. Warren presented for the Board's approval the annual renewal of the Administrative Services contract with Smith Warren and discussed with the Board options to enter into state service or interagency agreement with a state agency. He commented on an interagency agreement with an anchor board and typical related costs. The Board discussed scheduling a special meeting to discuss the matter further and the special meeting held prior to the Board's regular business meeting that was scheduled November 7, 2025.

Proposed Legislation: Ms. Woodall inquired about the Board pursuing a separate legislative bill pertaining to the Board's statute. The Board discussed changes related to the following: (1) owner of a bail bond company having three years of experience as a bondsman and consider similar requirements for a surety company, (2) define Alabama residence requirements to include a required time period of residence, (3) expand the Board's composition and representation to include sheriff, at-large member, civil court pertaining to clerk position, etc., (4) define employee of companies, (5) modify licensure renewal period to October 1<sup>st</sup> annually, (6) require apprentices under age 21 to apply annually and complete continuing education at no cost, (7) regulate minimum cost of bail and corporate surety bonds, etc. The members discussed the Board having separate sponsorship of the Board's proposed legislation apart from the Association's proposed legislation.

ACTION: Chairman Lay appointed a Legislative Committee comprised of Ms. Woodall, Mr. McNeil, Ms. Wooden with Board Chairman.

Mr. Warren indicated that he would inquire and work on obtaining a new draft of the Board proposed legislation.

The Board discussed with Mr. Merritt the personal service of the emergency suspension of license notice and hearing notice to the respondent involved to multiple complaint cases (2025-029, 2025-030, etc.) reported earlier in the meeting in the Investigative Committee report.

#### ANNOUNCEMENTS AND OTHER BUSINESS

Submission of Board Travel: The Board accepted the travel expense forms submitted by the members for attending the Board meeting.

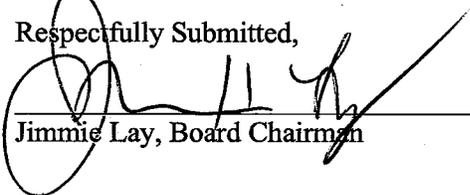
Next Board Meeting: Chairman Lay reminded the members that the next regularly scheduled meeting of the Board was November 7, 2025, and the members would be notified of a called/special meeting tentatively scheduled on October 3, 2025 or October 10, 2025.

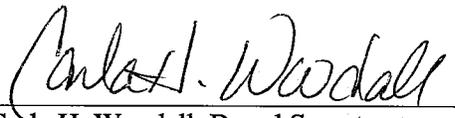
#### ADJOURNMENT

There was no further business of the Board, and Chairman Lay called for a motion to adjourn.

MOTION: Mr. Vaughn made the motion to adjourn the meeting. The motion was seconded by Ms. Collard and unanimously approved by the Board. Chairman Lay adjourned the meeting at 12:18 p.m.

Respectfully Submitted,

  
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Jimmie Lay, Board Chairman

  
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Carla H. Woodall, Board Secretary

rr/  Date Approved: November 12, 2025