Alabama Professional Bail Bonding Board
400 South Union Street, Suite 340
Montgomery, Alabama 36104
334.851.8315

MINUTES
Board Meeting
August 5, 2026

The Board met in a special called meeting on Wednesday, August 5, 2026, at its office located at 400 South Union Street, Fourth Floor Conference Room, in Montgomery, Alabama, to conduct business. Board members present were Mr. Jimmie Lay (Board Chair), Ms. Jennifer Rubio (Vice Chair), Mr. Chris McNeil (Secretary), Hon. Carla Woodall, Mr. Barry Johnson, Mr. Gustavius Maxie, and Mr. John Vaughn. Joining via Zoom: Hon. Charles Moore and Ms. Alexis Elliott. Also present were Ms. Tara Hetzel (Board Attorney), Patrick McWhorter (Executive Director), and Randy Barrows (Administrator).

This special called meeting was advertised on the Board's website, www.apbb.alabma.gov, and the Secretary of State's website, www.sos.alabama.gov, in accordance with requirements of the Alabama Open Meetings Act.

CALL TO ORDER

Chairman Lay called the meeting to order at 10:14 am. Mr. John Vaughn offered prayer.

The Board accepted the travel expense forms submitted by the members for attending the meeting.

After some discussion, the Board agreed to clarify that the 12th edition of Roberts' Rules of Order will be used.

APPROVAL OF AGENDA

The agenda listed the minutes of three previous meetings. Ms. Wooodall made a motion to remove the 5/28 meeting minutes, since it was not posted on the published special called meeting agenda. Voting in favor of the motion was Lay, McNeil, Woodall, Moore, Elliott, Johnson, Maxie and Vaughn. Passed unanimously. Mr. McNeil then moved to approve the agenda as amended, Mr. Vaughn second. Voting in favor of the motion was Lay, McNeil, Woodall, Moore, Elliott, Johnson, Maxie and Vaughn. Passed unanimously.

Ms. Woodall made a motion to amend the 7/26 minutes to change the date from 7/30/2026 to 7/26.2026, to remove the statement about the investigative committee meeting, correct spelling errors, add adjournment time, then approve the minutes. Motion was seconded by Mr. Maxie. Voting in favor of the motion was Lay, Rubio, McNeil, Woodall, Moore, Elliott, Johnson, Maxie and Vaughn. Passed unanimously.

EXECUTIVE DIRECTORS REPORT

Executive Director McWhorter updated the Board on the transfer of management to their firm, gaining access to all files and finally gaining access to STAARS and other financial accounting processes in the Department of Finance. Administrator Barrows presented the financial report, showing total year-to-date revenues of $226,471.87, with an anticipated final balance at fiscal year end of $134,718.80. There being no further discussion, motion was made by Mr. McNeil, seconded by Mr. Vaugn, to receive and approve the financial report. Voting in favor of the motion was Lay, Rubio, McNeil, Woodall, Moore, Elliott, Johnson, Maxie and Vaughn. Passed unanimously. (Full Financial Report available in the Book of Minutes)

INVESTIGATIVE COMMITTEE LICENSE RECOMMENDATIONS

Primary focus of discussion centered on unlicensed individuals operating in Ruseell County. Administrator Barrows explained that a bonding company was expanding and bringing unlicensed staff into new jurisdictions, with the Sheriff's Department and DA's office refusing to pursue arrests and prosecution. The Board discussed the possibility of an emergency suspension of the company's license for 120 days, similar to a previous case, though they noted challenges in proceeding without an investigator and the need for whistleblower testimony. Judge Moore made a motion for Ms. Hetzel to send a letter of suspension to the bonding companies (2 complaints on businesses, 2 against individuals). Mr. Maxie seconded the motion. Voting in favor of the motion was Lay, Rubio, McNeil, Woodall, Moore, Elliott, Johnson, Maxie and Vaughn. Passed unanimously. The Board agreed and directed Counsel to also notify the Administrative Office of the Courts and all state circuit clerks to ensure coverage across all counties as to the suspension of licenses.

Further discussion focused on handling complaints and disciplinary actions. Members discussed the process for filing complaints and the Investigative Committee's authority to issue emergency suspensions. They agreed to prepare and send out letters of concern and noted that the licensee has 30 days to respond.

REQUEST FOR PROPOSAL

After staff left the meeting, the Board reviewed an RFP (Request for Proposal) for the Alabama Professional Bail Bonding Board, discussing various requirements and clarifications needed. Key points included the need to specify that contractor personnel qualifications should be included in the submission, confirmation that public documents can be used to evaluate experience, and questions about invoice submission processes which will be addressed in the contract rather than the RFP. The Board also discussed updating the board composition from 9 to 11 members and calculating seating requirements for future meetings.

The board discussed updates to their RFP for a contractor, including removing investigative language and reducing the monthly rate from $7,000 to $6,000. They addressed concerns about budget constraints, noting that current expenditures exceed the allocated $30,000 for personnel costs, and discussed the need for a dedicated investigator and paralegal to handle increasing complaint volumes. The board approved the revised RFP with the discussed changes.

The Board adjourned at 12:57 p.

Respectfully submitted:

Jimmie H Lay

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Jimmie Lay, Chairman