

Board Meeting Minutes

April 12, 2016

The Alabama Private Investigation Board met on April 12, 2016, at the Board Office in Montgomery for the purpose of conducting Board business. Those present were as follows: Charles Knight, Chair; Jim Casteel, Member; Eddie Cox, Member; Tracy Crane, Member; and Charlie Hopkins, Member. Those not present were Dollye Edmondson, Vice-Chair; and Diandra Debrosse, Member. Also present were Paula McCaleb, Executive Director; Frank Mitchell, Investigator; Lisa-Ray Lemieux, Administrative Assistant; and Todd Hughes, Assistant Attorney General.

The meeting was called to order at approximately 10:01 a.m. with a quorum established in the following Members: Charles Knight, Chair; Jim Casteel, Member; Eddie Cox, Member; Tracy Crane, Member; and Charlie Hopkins; Member.

The meeting was advertised on the Secretary of State's website and the Board's website in accordance with the Alabama Open Meetings Act.

A motion was made by Jim Casteel to approve the Minutes from the January 12, 2016, Board meeting with the change that Tracy Crane's name be listed as a Board Member present. The motion was seconded by Tracy Crane. Voting "aye" was: Jim Casteel, Eddie Cox, Tracy Crane, and Charlie Hopkins. Voting "nay" were none. The motion passed.

A motion was made by Charlie Hopkins to adopt the policy that the Board does not investigate billing issues. The motion was seconded by Eddie Cox. Voting "aye" was: Jim Casteel, Eddie Cox, Tracy Crane, and Charlie Hopkins. Voting "nay" were none. The motion passed.

The Chairman established a Bid Specification Committee for the purpose of finalizing language for the Administrative Services RFP and present to the entire Board for vote at the July Board Meeting. The Committee is also charged with working with ALEA on their required language to be included in the Bid. The Committee to be Chaired by Tracy Crane with Dollye Edmondson and Jim Casteel to serve as Committee Members.

Jim Casteel made a motion to reduce the License Application to \$100.00 and for applicants to include a money order made payable to ALEA for \$39.75 to cover the cost of their criminal background check for initial licensure. The motion was seconded by Charlie Hopkins. Following discussion, the Chairman called for a vote from the Board. Voting "aye" was: Jim Casteel. Voting "nay" was: Charlie Hopkins and Tracy Crane. Abstaining was Eddie Cox. The motion failed.

A motion was made by Tracy Crane to amend the application for licensure to require applicants to submit a money order made payable to ALEA for \$39.75 to cover the cost of their criminal background check for initial licensure. The motion was seconded by Charlie Hopkins. The Chairman called for a vote from the Board. Voting "aye" was: Tracy Crane, Charlie Hopkins, Eddie Cox, and Jim Casteel. Voting "nay" were none. The motion passed.

A motion was made by Charlie Hopkins to amend Appendices I – Fee Schedule of the Rules and Regulations to reduce the application fee to \$100.00. The motion was seconded by Jim Casteel. The Chairman called for a vote from the Board. Voting “aye” was: Charlie Hopkins, Jim Casteel, Tracy Crane, and Eddie Cox. Voting “nay” were none. The motion passed. (Amended Rule and Regulations as voted on attached to official Minutes.)

The Chairman announced that the next Board meeting was scheduled for July 12, 2016.

The time being 12:05 p.m. and there being no further Board business, Charlie Hopkins made a motion to adjourn. The motion was seconded by Eddie Cox. The Chairman called for a vote from the Board. Voting “aye” was: Charlie Hopkins, Eddie Cox, Tracy Crane, and Jim Casteel. Voting “nay” were none. The motion passed. The meeting adjourned at 12:05 p.m.

Respectfully Submitted:

Charles Knight, Chair

Dollye Edmondson, Vice-Chair

Paula McCaleb, Executive Director