

**The Alabama Private Investigation Board**  
**Summary of January 26, 2021, Meeting Pursuant to Section III of the Open**  
**Meeting Act of the Proclamation issued the 18<sup>th</sup> day of March 2020, by**  
**Governor Kay Ivey,**

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 Private Investigation Board, a meeting of the Alabama Private Investigation Board was held on Tuesday, January 26, 2021, at 60 Commerce Street, Suite 1440, Montgomery, Alabama. Due to the COVID-19 pandemic and pursuant to Section III Open Meeting Act of the Proclamation issued the 18<sup>th</sup> day of March, 2020, by Governor Kay Ivey, attendance was also perfected via in person and ZOOM audio/video conferencing. The meeting was called to order at 10:01 a.m. by Chairman Charles Knight.

A quorum having been established and maintained, the following Board members were present:

- Charles Knight – virtual
- Jim Casteel – virtual
- Tracy O. Crane – virtual
- Sheriff Derick Cunningham – virtual
- Charles Hopkins – in person
- Scott Hawk – virtual

Also present was Claire Austin, Acting Executive Director; Brenda Holden (virtual) and Will Parker, Administrative Support; and Ben Albritton (virtual), Board Attorney, Alabama Attorney General's Office. Eddie Cox was absent.

Due to attendance via video conferencing, all voting actions of the Board were taken by a call of the roll. The meeting opened in prayer wherein the agenda was approved. The reading of the minutes of the October 26, 2020, meeting was waived and approved as submitted. The Executive Director's Report was provided by Claire Austin and Will Parker related to applications for renewal, new and pending licenses as well as a financial report to include funds received and expenses paid. Communication was held regarding the upcoming 2021 Legislative Session. Information was provided by Tracy Crane on the Training Guide being developed and Chair Charles Knight recommended the Board consider getting the specs ready to provide to State Purchasing Division for an RFP to replace the Emergency Contract that they are currently under. April 27, 2021 was announced as the next meeting of the Board. The meeting was adjourned at 10:28 a.m.

Submitted for posting Tuesday, January 26, 2021.

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**Brenda W. Holden**  
**Recording Secretary**