

The Alabama Private Investigation Board
Meeting Minutes
April 27, 2021

With proper and required notice having been provided to the Alabama Secretary of State's Office along with posting on the website of the Alabama Secretary of State, a meeting of the Alabama Private Investigation Board was held on April 27, 2021 online via Zoom and at 60 Commerce Street, Suite 1440, Montgomery, Alabama. The meeting was called to order at 10:02 a.m. by Chairman Charles Knight.

A quorum having been established; the following Board members participated at the meeting:

Charles Knight – virtual
Jim Casteel – virtual
Sheriff Derrick Cunningham – virtual
Scott Hawk – virtual

Also, in attendance was Ben Albrighton from the AG's Office - virtual, Claire Austin, Executive Director in person, Will Parker, PI Board Administrator in person, and Brenda Holden– virtual. Board Members Eddie Cox and Tracy Crane were absent.

For the Board members, all voting actions of the Board were clarified by the Chairman after each vote.

The meeting was opened with prayer offered by Sheriff Cunningham.

A minute of silence was suggested by Claire Austin for Tracy Crane due to a procedure he was having that morning.

A motion to approve the agenda was made by Jim Casteel and seconded by Sheriff Cunningham. Motion passed unanimously.

The minutes of the January 26, 2021 were previously distributed and reviewed therefore Chairman Knight suggested foregoing the reading. A motion was made by Jim Casteel to accept the minutes as written and seconded by Sheriff Cunningham. Motion passed unanimously.

Claire Austin provided the Executive Director report to update the Board where the Agency is at this time. She provided the information of new applicants and renewed licenses. Due to the fact the STAARS system was down they were unable to provide the Board with information on deposited and expenditures but assured the Board once STAARS was back up a report would be provided. Questions were taken from the Board about the number of pending applications and the reason for the backup which was explained by Will Parker that this was possible due to people getting back to work after COVID.

In Old Board Business Chairman Charles Knight stated that it had been one year since they contracted with The Austin Group for services for the Board. He suggested they continue with the emergency contract until July at which time it can be discussed. No objection was made so Jim Casteel motioned to continue under the emergency contact which was seconded by Sheriff Cunningham. The motion passed unanimously. The Study Guide provided by Jim Casteel was received for the members to read and review and to provide any suggestions or corrects as needed. It was determined an Education Committee meeting would be necessary to provide the feedback so that the printing of the Guide could move forward. The Chair thanked Jim Casteel for his hard work getting the Guide put together.

New Board Business Chairman Charles Knight thank Claire and The Austin Group for their hard work maintaining the Board's business and the long hours of work that they provided. Clarification was provided on who was required to obtain the Private Investigators License.

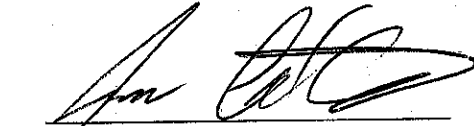
Next Board meetings dates have been set for: July 27, 2021.

There being no further business, a motion to adjourn the meeting was made by Charles Knight and seconded by Jim Casteel. The motion passed unanimously. Meeting adjourned at 10:32 a.m.

Respectfully submitted:



Charles Knight
Chairman


Jim Casteel
Secretary