

The Alabama Private Investigation Board
Meeting Minutes
August 24, 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 August 24, 2021 online via Zoom and at 60 Commerce Street, Suite 1440, Montgomery, Alabama. The meeting was called to order at 10:09 a.m. by Chairman Charles Knight.

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

Charles Knight – in person
Jim Casteel – in person
Scott Hawk – in person
Eddie Cox – 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, recorder – virtual. Board Members Tracy Crane and Sheriff Derrick Cunningham were absent.

For the Board members, all voting actions of the Board were clarified by Claire Austin after each vote due to the recorded being virtual.

The meeting was opened with prayer offered by Jim Casteel.

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

The minutes of the April 27, 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 Scott Hawk. Motion passed unanimously.

Claire Austin stated that the Board was in great shape financially and asked Will Parker to share this information with the Board. Will stated that since April 1st to August 23rd the Board issued 34 new licenses, received 87 renewals, and currently has 667 active licensees. At this time, there are 91 pending applications. He stated that applications are coming in every day. A question was raised about why there were so many and what was the holdup? Will explained the ALEA reports had been the problem but the issue had been solved. The testing was working well, in fact he stated a person could receive a license within 5 days if they would submit everything needed. Claire mentioned there may be some issues getting the fingerprint cards done again due to COVID shutting down some of the locations. Will continued with the financial information providing the Board with the current balance and detailed list of payments made on behalf of the Board. He stated that the Board's balance has increased over the last four quarters. Next Claire gave the Board an update of where they are with complaints and investigations.

In Old Board Business, Chairman Charles Knight asked Jim Casteel to discuss the development of the new Study Guide that he and others had been working on. He stated that the need became apparent after reviewing the old Study Guide being used and comparing it to the exam. It was determined that a new Book would be beneficial for Alabama with the Alabama Law incorporated into the Study Guide. Some discussion was had on the release of the new Study Guide and if a fee would be collected for it or would it be released for free. It was determined that another Committee meeting would take place in September to finalize the book and determine the release.

In New Business Chairman Charles Knight discussed some concerns about process servers and the lack of regulation of such. It was determined that more information was needed on the topic which could be added to the next regular scheduled meeting.

Next Board meetings dates have been set for: October 26, 2021.

There being no further business, Chairman Knight asked for a motion to adjourn. A motion to adjourn the meeting was made by Scott Hack and seconded by Jim Casteel. The motion passed unanimously. Meeting adjourned at 11:10 a.m.

Respectfully submitted:

Charles Knight
Chairman

Jim Casteel
Secretary