

## **The Alabama Private Investigation Board**

**Meeting Minutes November 30, 2021**

With proper and required notice having been provided to the Alabama Secretary of State's Office along

posting on the website of the Alabama Secretary of State, a meeting of the Alabama Private Investigation Board was held on November 30, 2021 at 60 Commerce Street, Suite 1440, Montgomery, Alabama. The meeting was called to order at 10:05 a.m. by Chairman Charles Knight.

A quorum having been established; the following Board members were present:  
Charles Knight Jim Casteel Scott Hawk Eddie Cox

Also, in attendance was Ben Albrighton, from the AG's Office, Claire Austin, Executive Director, Will Parker, PI Board Administrator, and Brenda Holden, recorder. Guest present was Jeff Hammock and listening in by cell phone, but not voting on any motions, was Board Member Tracy Crane. Board Member Sheriff Derrick Cunningham was absent.

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 August 24, 2021, meeting 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 Eddie Cox. 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 shared information from the fourth quarter with the Board. He stated they had 211 renewals, and 693 active licenses and at this time there are 82 pending applications. He also said the available balance of the Board \$137,504 and the expenses for 2021 were \$81,094.

Claire Austin stated they have an issue with an applicant who was not honest on their application. It was discovered they had some legal issues. She stated the committee that reviewed the information recommends denying the application. It was also brought up that the Board's Administrative Code states that lying on an application is grounds for denying as well. After some discussion a motion was made by Jim Casteel to deny the application, the motion was seconded by Scott Hawk. Motion passed unanimously.

Claire Austin then presented the Board with recommended dates for the upcoming year for Board Meetings. Eddie Cox made a motion to approve the dates as presented which was seconded by Jim

Casteel. Motion passed unanimously. The dates are February 22, May 3, August 16, and November 29.

In Old Board Business, Chairman Charles Knight asked Jim Casteel to discuss the new study guide that was developed. Mr. Casteel brought copies for the Board Members. Discussion about the release and whether a fee should be charged was had. Chairman Knight asked Will Parker to check with the Ethics Commission to verify if this would be a conflict should a fee be charged. Discussion was also brought up about the need to get with the Testing Company to see how much it would cost to have the exams updated. The Board approved the study guide based on the condition that the Ethics Commission approved the development and the Testing Company didn't charge too much for the redevelopment of the exam update.

In New Business Chairman Charles Knight discussed the concerns about process servers and the lack of regulation of such. Will Parker shared that he had received calls from people complaining about experiences they had with some process servers. It was suggested that more research should be done to determine the best solution. Claire Austin asked if Scott Hawk could help with getting in touch with the Alabama Bar and see where they stand on the subject.

Also in New Business, Chairman Knight asked if there was a need to create a Legislative Committee. It was determined there was. so the Committee will consist of Scott Hawk, Tracy Crane and Charles Knight.

Next Board meetings dates have been set for: February 22, 2022.

There being no further business, Chairman Knight asked for a motion to adjourn. A motion to adjourn the meeting was made by Eddie Cox and seconded by Jim Casteel. The motion passed unanimously. Meeting adjourned at 11:22 a.m.

Respectfully submitted:

**Charles Knight Chairman**

  
**Jim Casteel Secretary**

  
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