

The Alabama Professional Bail Bonding Board
Board Meeting Minutes
February 10, 2022

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 Professional Bail Bonding Board, a meeting of the Alabama Professional Bail Bonding Board was held on Thursday, February 10, 2022, at Mobile Government Plaza, 205 Government Street, Courtroom 440, Mobile, Alabama. The meeting was called to order at 12:30 p.m. by Chairman Chris McNeil.

A quorum having been established and maintained; the following Board members were in attendance:

District I: Chris McNeil
District II: Gustavius Maxie
District III: Barry Johnson
District IV: Alesia Kyser
District VI: Jimmie Lay
Judge: The Honorable Spiro Cheriogotis (attended by phone due to car trouble but not voting)
Circuit Clerk: The Honorable Carla Woodall

The following Board members were not present:

District V: Victor Howard
District VII: Jennifer Smith

Also present by Zoom was Brenda Holden, Administrative Support.

Unless otherwise notated, all votes were cast by a show of hands.

The meeting was opened with prayer by Jimmie Lay.

A motion to approve the agenda as distributed was made by Carla Woodall and seconded by Barry Johnson. Motion passed unanimously.

A motion to waive the reading of the minutes of the January 13, 2022, meeting and approve as dispensed was made by Jimmie Lay and seconded by Spiro Cheriogotis. Motion passed unanimously.

The Interim Executive Director's report was given by Brenda Holden wherein an update of the financial status of the Board was discussed. Motion to approve the report was made by Spiro Cheriogotis and seconded by Barry Johnson. Motion passed unanimously.

A review of outstanding invoices and vouchers that have been submitted to the Comptroller's Office for payment was held. It was reported that per Matt Mancil with ALEA no invoices have been submitted to the Board at this time for completed background checks.

Carla Woodall reported that because Brenda Holden notified her that ALEA had stopped processing applications she met with Avery Morris and Matt Mancil who informed her they would resume and provided the information for the Board to obtain an ORI.

Chris McNeil updated that badge the vendor had not been able to obtain the dye cast due to the design of the badge and the design would need to be changed or seek another vendor and presented a sample of new design. Motion was made by Chris McNeil to approve new design and obtain from same vendor and seconded by Jimmie Lay. Motion passed unanimously.

Chris McNeil reported that the application of J.R. cannot be reviewed as there is no background check and a new complaint was received by the Board the previous day.

The Executive Director Search Committee reported to the Board of efforts related to securing an Executive Director. Chris McNeil reported that in communication with Will Parker he was informed that the only other person who performed these services was Keith Warren. He also reported that Mary Goldthwaite has advised that the bid process can take months but that since Keith Warren had already been vetted could be approved immediately under an emergency contract. Chris McNeil reported to the Board that Keith Warren of Warren & Company was located in Montgomery and the Committee had discussed and negotiated a rate of \$4,500/month if the Board approved to issue an emergency contract. To answer any questions of the Board, Keith Warrant then appeared via Zoom to educate the Board about his company and the services his company can provide as well as his facilities and office staffing. After the Zoom meeting closed, the Board reviewed the emergency contact. A discussion was held regarding the process by which Mr. Warren's company handles complaints. Carla Woodall reported to the Board that the Board is due an upcoming audit by the Alabama Department of Public Examiners within the next several months as well as review by the Sunset Committee of the Alabama Legislature and that for an ORI to be obtained a physical location of the Board was required by ALEA. A motion was made for the Board to approve an emergency contract for an Executive Director instead of accepting bids by Carla Woodall and seconded by Spiro Cheriogotis. Motion passed unanimously. Next a motion was made to offer an emergency contract to Warren & Company effective February 15, 2022, at a prorated amount of \$2,250 and thereafter \$4,500 per month beginning March 1, 2022, by Carla Woodall and seconded by Spiro Cheriogotis. Motion passed unanimously.

A discussion was held for Chairman McNeil to draft a letter to the Director of Purchasing and State Comptroller for STAARS access for Keith Warren under an emergency contract. It was also discussed for Keith Warren's contact information to be published and distributed.

A discussion was held that issued apprentice licenses will soon begin to expire and Brenda Holden will issue notification letters to licensees.

A discussion was held that the Code of Ala, 1975, does not allow bondsmen to work as auxiliary officers or reserve law enforcement deputies.

A discussion was held related to a concern in Colbert County of the sheriff not allowing the attachment of the required Power of Attorney to executed bonds of surety companies. Chairman McNeil advised he will call the Sheriff to discuss.

The Board reviewed a concern of bondsmen operating without a license and offered suggestions of a cease a desist letter being issued to bondsmen with expired licenses, open an investigation related to the matter, or a letter issued to Alabama judges and clerks. Review of Rules and Regulations and advise of Board Attorney is for complaints to be turned over to Emergency Executive Director to be investigated. It was discussed that due to inappropriate handling and delay in background checks many applicants may have met obstacles as well as it was pointed out that since persons operating without a license are not licensed then formal complaint forms are not required but this should be reviewed. The Board was informed that all licensees are listed on the website. Chris McNeil reminded everyone that Warren & Company encompasses an on-staff investigator and that Brenda Holden will continue as support staff.

Under new business, it was reported by Chris McNeil that some local jurisdictions are wanting to send letters regarding limits of bonds executed and ensure financial accountability. The Code of Ala, 1975, places this authority with the Courts and not the Board. Discussions ended that should a complaint be filed, the Board would have to review/investigate whether there is a violation or not of the Board's Rules and Regulations.

Adjournment: There being no further business, Mr. Lay made the motion to adjourn the meeting. The motion was seconded by Ms. Woodall and unanimously approved by the Board. Chairman McNeil adjourned the meeting at 11:58 a.m.

Respectfully Submitted,


Chris McNeil, Board Chairman



Carla H. Woodall, Board Secretary

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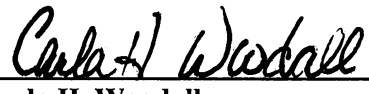
A discussion was held regarding claims to the Board of Adjustments of services rendered in FY2021 but invoiced in FY2022 as well as claims from Office of Information Technologies. For claims more than 30 days, it will be reviewed to determine whether a consent can be filed with the Board of Adjustments. The claims to Board of Adjustments by The Austin Group for September 2021 services were never invoiced and submitted to the Comptroller for payment. It was determined for Chairman McNeil to request original financial documents from Claire Austin as they are not in the Board's possession so they can be audited/reviewed and discussed with Keith Warren and/or board attorney. A motion for the Board not to consent to the claim of The Austin Group until a review and audit can be performed was made by Carla Woodall and seconded by Alesia Kyser. Motion passed unanimously.

There being no further business, a motion to adjourn was made by Spiro Cheriogotis and seconded by Barry Johnson. Motion passed unanimously. Meeting adjourned at 1:47 p.m.

Respectfully submitted:



Chris McNeil
Chairman



Carla H. Woodall
Secretary