

Alabama Electronic Security Board of Licensure  
Board Meeting  
Tuesday, December 8, 2015, 9:30 a.m.  
AIDT Training Center  
15 Technology Court  
Montgomery, Alabama

Kristi Jennings, Chairperson, called the meeting to order at approximately 9:41 a.m. at the AIDT Training Center, Montgomery, Alabama, as posted on the Secretary of State's website. Mrs. Jennings asked Lynne Taunton, AESBL Executive Secretary, to call the roll. Members present: Kristi Jennings, Joe Marsh, John Orr, Sr., Sheriff Derrick Cunningham, and Scott Hunter. Stacia Robinson had informed the Board that she would be in attendance but a little late due to a previously scheduled meeting.

- I. **Quorum:** A quorum was present. Bettie Carmack, Assistant AG and Board's Legal Counsel certified the quorum.
- II. **Minutes of August 11, 2015, Board Meeting:** Mrs. Jennings asked members to review the minutes for the August 11, 2015, Board Meeting. Motion to approve the minutes was made by Sheriff Cunningham. Second by Mr. Hunter. An individual vote was taken: Sheriff Cunningham voted to approve, Mr. Hunter voted to approve, Mr. Orr voted to approve, Mr. Marsh voted to approve, and Mrs. Jennings voted to approve. Motion carried.
- III. **Discussion of Relevant Concerns:** Mrs. Barbara McGowin and Mr. Lee Schofield, both board members of the Locksmith Association, asked the Board to consider a certification program they have developed for individuals working in the alarm industry who install a certain lock that ties into an alarm system. This would perhaps negate their need for a locksmith test certification. The 8-hour certification course discussed is The Installation of Residential Deadbolts. It has been developed by the

Alabama Locksmith Association. Board members agreed that the subject should be tabled and discussed at the next scheduled Education Committee Meeting.

**Note:** Mr. Scott Motes of Troy Cable signed the sheet for Discussion of Relevant Concerns but did not address the Board.

#### **IV. Training:**

- A. Bank-Tec South (51 CEU courses):** Of the fifty-one (51) CEU courses submitted for approval, eight (8) were new courses and forty-three (43) were updates to previously approved courses. After review and a brief discussion, a motion to approve both the new courses and the updated courses was made by Mr. Marsh. Second by Mr. Hunter. Mr. Marsh voted to approve, Mr. Hunter voted to approve, Mr. Orr voted to approve, Sheriff Cunningham voted to approve, and Mrs. Jennings voted to approve. Motion carried.
- B. Elite CEU, Inc. (1 CEU course):** One (1) CEU course was submitted for approval. Elite CEU, Inc., has had one hundred fourteen (114) previously approved courses. After review, a motion to approve one (1) CEU course submitted was made by Mr. Marsh. Second by Sheriff Cunningham. Mr. Marsh voted to approve, Sheriff Cunningham voted to approve, Mr. Hunter voted to approve, Mr. Orr voted to approve, and Mrs. Jennings voted to approve. Motion carried.
- C. Lock it Up Pro (3 CEU courses):** Three (3) CEU courses were submitted for approval. These three courses had been previously submitted at the August 11, 2015, Board Meeting and were tabled until further review by the Alabama Locksmith Association. Mrs. Barbara McGowin of the Locksmith Association addressed the Board members and reported that they had reviewed the three CEU courses and the company, and they were satisfied with their findings. After discussion and review, a motion to approve the three (3) CEU



courses submitted was made by Mr. Marsh. Second by Mr. Orr. Mr. Marsh voted to approve, Mr. Orr voted to approve, Sheriff Cunningham voted to approve, Mr. Hunter voted to approve, and Mrs. Jennings voted to approve. Motion carried.

**V. Licensing of Companies:** For 2015/2016—Mrs. Jennings called for a motion on the twenty-one (21) companies that had been licensed from August 10, 2015, to December 4, 2015. Of the twenty-one companies, three (3) were licensed for 2015 and eighteen (18) were licensed for 2016. A motion to approve the 21 companies was made by Sheriff Cunningham. Second by Mr. Marsh. Sheriff Cunningham voted to approve, Mr. Marsh voted to approve, Mr. Hunter voted to approve, Mr. Orr voted to approve, and Mrs. Jennings voted to approve.

**VI. Licensing of Individuals:** For 2015/2016—Mrs. Jennings called for a motion on the one hundred seventy-three (173) individuals licensees with background checks that completed the licensing process from August 10, 2015, to December 4, 2015. Of the one hundred seventy-three individuals, seventy-one (71) were licensed for 2015 and one hundred two (102) were licensed for 2016. A motion to approve the 173 licensees was made by Mr. Orr. Second by Mr. Marsh. Mr. Orr voted to approve, Mr. Marsh voted to approve, Mr. Hunter voted to approve, Sheriff Cunningham voted to approve, and Mrs. Jennings voted to approve. Motion carried.

**Note:** Stacia Robinson entered the meeting at approximately 10:21 a.m.

**VII. Committee Reports:**

**A. Education Committee:** Mrs. Jennings reported that the Education Committee met on Tuesday, October 6, 2015. Members present were Kristi Jennings, John Orr, and Joe Marsh. Because a quorum was present, the Education Committee meeting was a Board meeting

listed on the Secretary of State's website. A quorum was certified by Lynne Taunton, AESBL Executive Secretary. Also in attendance was Lee Schofield, board member of the Alabama Locksmith Association, and Janet Robinson, AESBL Executive Assistant. Minutes of the Education Committee meeting were provided to all Board members, and were reviewed thoroughly. Pertaining to Section II within the Minutes, the Committee recommends to the full Board to expire all CEU training courses that are three years or older. On the current approval list, there are 399 out of 578 (or 69%) that are set to expire. Updated versions of the courses will need to be resubmitted to the Board for approval. This action will require a rule change. A motion was made by Mr. Marsh to approve the CEU course expiration and to continue to expire CEU courses older than three years going forward. Second by Sheriff Cunningham. Mr. Marsh voted to approve, Sheriff Cunningham voted to approve, Mr. Orr voted to approve, Mr. Hunter voted to approve, Mrs. Stacia Robinson voted to approve, and Mrs. Jennings voted to approve. Motion carried. Pertaining to Section III within the Minutes, the Committee recommends to the full Board that five (5) licensing classification should be established: Monitoring, Alarm, CCTV, Electronic Access Control, and Locksmith. Additionally, both Alarm and Locksmith should have a Qualifying Agent with the base fee set at \$50. For each additional skill (i.e.-CCTV and Access Control), an additional \$50 fee would be added for each. The maximum total would be \$150. Additionally, Qualifying Agents for CCTV or Electronic Access Control only companies would only need those certificates. A motion was made by Mr. Marsh to table Section III and assign it to the Education Committee to come up with the rule change language and for it to be presented at the February Board Meeting. Second by Sheriff Cunningham. Mr. Marsh voted to accept the motion, Sheriff Cunningham voted to accept the motion, Mr. Orr voted to accept the motion, Mr. Hunter voted to accept the motion, Mrs. Stacia Robinson voted to accept the motion, and Mrs. Jennings voted to accept the motion. Motion carried. Pertaining to Sections



IV – IX, these items were for clarification for the AESBL staff for administrative purposes and do not require a rule change. The letter from ESA regarding accreditation was briefly discussed by Mrs. Jennings but will be further addressed at the next Education Committee meeting.

A motion was made by Mr. Marsh to approve the minutes of the Education Committee Board Meeting on October 6, 2015, with the addition of information regarding annual CEU credit hours for Locksmiths (8 CEUs) and Salespersons (4 CEUs) in Section V. Second by Sheriff Cunningham. Mr. Marsh voted to approve, Sheriff Cunningham voted to approve, Mr. Orr voted to approve, Mr. Hunter voted to approve, Mrs. Stacia Robinson voted to approve, and Mrs. Jennings voted to approve. Motion carried.

**B. Advertising Committee:** Ms. Janet Robinson reported that the Committee met on November 11, 2015, to discuss the preliminaries of a comprehensive plan. Mrs. Stacia Robinson explained that perhaps a co-op purchase could be utilized rather than a RFP bid. Mrs. Taunton and Ms. Janet Robinson will do further investigation into this idea. The Committee will meet again in the near future.

**C. Investigative Committee:** Mrs. Jennings reported that Investigative Committees met on two separate occasions. Committee One was a continuation from a previous Administrative Complaint involving Safe Touch Security. Sheriff Cunningham was a member and the meetings took place on September 28, 2015, and October 27, 2015. Committee Two included Mrs. Stacia Robinson and took place on September 28, 2015.

Committee One found Safe Touch Security Services, Inc., in violation on two (2) counts of installing CCTV equipment while not licensed for CCTV work at the time of service. Committee Two found that Skyline

Security Management was in violation by having three unlicensed workers.

A motion was made relative to these four (4) complaints. Motion to accept was made by Mr. Marsh. Second by Mr. Orr. Mr. Marsh voted to approve, Mr. Orr voted to approve, Sheriff Cunningham voted to approve, Mrs. Stacia Robinson voted to approve, Mr. Hunter voted to approve, and Mrs. Jennings voted to approve. Motion carried.

#### **VIII. Executive Session:**

The review of an Investigative Complaint regarding Cooke vs. EHT Security was conducted in Executive Session. A motion was made by Mrs. Stacia Robinson to enter into Executive Session. Second by Mr. Marsh. A roll call vote was taken. Mrs. Stacia Robinson voted to approve, Mr. Marsh voted to approve, Mrs. Jennings voted to approve, Mr. Orr voted to approve, Sheriff Cunningham voted to approve, and Mr. Hunter voted to approve. Assistant Attorney General Bettie Carmack declared at 11:06 a.m. that the Board was in Executive Session until approximately 12:06 p.m. A motion was made by Mr. Marsh to return to General Session. Second by Sheriff Cunningham. A roll call vote was taken. Mr. Marsh voted to approve, Sheriff Cunningham voted to approve, Mr. Orr voted to approve, Mr. Hunter voted to approve, Mrs. Jennings voted to approve, and Mrs. Stacia Robinson voted to approve. Assistant Attorney General Bettie Carmack declared that the Board was back in General Session at 12:08 p.m.

A motion was made by Mrs. Stacia Robinson to keep recommended fines as is regarding the Administrative Complaint and to form a committee to look into information given by attending individuals. Second by Sheriff Cunningham. Mrs. Stacia Robinson voted to approve, Sheriff Cunningham voted to approve, Mrs. Jennings voted to approve, Mr. Orr voted to approve, Mr. Marsh voted to approve, and Mr. Hunter voted to approve. Motion carried.



## **IX. Other Business:**

### **A. Unlicensed Companies:**

Licensing Coordinator Kathy Slay reported problems the Staff is encountering with unlicensed companies. The Board Members recommended three (3) items: (1) Modify filing injunction order to avoid quarterly meetings, (2) Begin cease and desist procedures for previously licensed companies and file an injunction for non-licensed companies, (3) Staff member can consult with a Board Member regarding these issues when needed.

### **B. Current Renewals for 2016-2017:**

Ms. Janet Robinson reported that renewals for 2016-2017 are ahead of schedule due to staggered licensing periods and release of the renewal packet in June rather than September. At the time of the Board Meeting, the AESBL Staff had yet to be in a backlog.

### **C. Credit Cards:**

Ms. Janet Robinson reported that the AESBL is now accepting all major credit cards and that this has been met with great approval by licensees.

### **D. Dates for 2016 Board Meetings:**

Ms. Janet Robinson announced the dates for the 2016 Board Meetings and provided a copy of the list in the Board Members' binders.

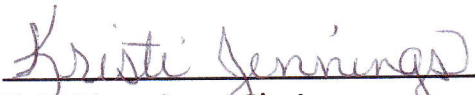
### **E. Next Scheduled Board Meeting:**

Tuesday, February 9, 2016

### **Adjourn:**

Motion to adjourn was made by Mr. Hunter. Second by Mrs. Stacia Robinson. Mr. Hunter voted to approve, Mrs. Stacia Robinson voted to approve, Mrs. Jennings voted to approve, Mr. Orr voted to approve, Mr. Marsh voted to approve, and Sheriff Cunningham voted to approve. Motion carried. The Board adjourned at 12:32 p.m.

Approved by the Board on February 9, 2016.

  
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Kristi Jennings, Chairperson

  
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Lynne Taunton, Executive Secretary