

ALABAMA DEPARTMENT OF REHABILITATION SERVICES
BOARD MEETING MINUTES
MARCH 3, 2017

Call to Order

Mr. Jimmie Varnado, board chair, called the meeting to order at 10:05 a.m. in the large conference room at the State Office of the Alabama Department of Rehabilitation Services.

Prayer

Mr. Graham Sisson opened the meeting with prayer.

Verification of Quorum

Board members present were Mr. Jimmie Varnado, Dr. Stephen Kayes, Mr. Eddie C. Williams, Mr. Roger McCullough, and Mrs. Andrea Collett. Mr. Mitch Strickland was absent. A quorum was declared.

Verification of the Open Meeting Act Notice

Mrs. Bull verified that the Alabama Board of Rehabilitation Services meeting for March 3, 2017, had been posted on the Secretary of State's website Dec. 22, 2016.

Approval of Agenda

Mr. Varnado asked for a motion to approve the agenda. The motion to approve the agenda was made by Mrs. Collett and seconded by Mr. Williams. The agenda was approved unanimously.

Approval of Minutes for Meeting September 2, 2016

Minutes from the Dec. 2, 2016, meeting were mailed prior to the meeting. Mr. Varnado stated that if there are no corrections, the minutes would stand approved. The minutes were approved by unanimous consent.

New Business:

Staffing Plan Revision:

Mr. Varnado made a motion to approve an amendment to adjust the ADRS FY 2016-2017 Staffing Plan (EBO Form #9) to 839 full-time and nine part-time staff and give authority to Commissioner Jane Elizabeth and Chief Financial Officer Suzette Taylor to revise the Operations Plan within this staffing level. Dr. Kayes seconded the motion. The ADRS FY 2016-2017 Staffing Plan (EBO Form #9) amendment was approved unanimously.

BEP Rules Approval:

Mr. Varnado stated having considered all submitted comments, he moved to approve and adopt the amendments to 21 rules and the repeal and replacement of one rule in the Administrative Code Rule chapters that govern the Business Enterprise Program as published in the Alabama Administrative Monthly on Dec. 30, 2016, and placed on the department's public website. Mr. Williams seconded the motion. The BEP rules were approved and adopted unanimously.

Alabama Head and Spinal Cord Injury Trust Fund:

Mrs. Maria Crowley presented information to the board regarding the Alabama Head and Spinal Cord Injury Trust Fund.

Consumer Story:

Mr. Ryan Godfrey presented an annual report video to the board.

Updates to Division Reports:

Division directors gave updates to their written reports and introduced new staff from their respective divisions.

Commissioner's Comments:

Commissioner Burdeshaw gave an update to her written report.

Announcements:

ADRS Board Meetings for 2017:

- June 2, 2017 - 10:00 a.m. – ADRS Lakeshore office, Birmingham
- Sept. 8, 2017 - 10:00 a.m. – State Office Large Conference Room
- Dec. 8, 2017 - 10:00 a.m. – State Office Large Conference Room

Board Business/Discussion:

Mr. Varnado adjourned the meeting at 11:25 a.m.

Minutes were taken by LeAnne Bull.

Respectfully submitted:


Jane E. Burdeshaw, Commissioner

Approved:


Jimmie Varnado, Chair