

ALABAMA DEPARTMENT OF REHABILITATION SERVICES  
BOARD MEETING MINUTES  
DECEMBER 6, 2013  
**Revision # 2**

**Call to Order**

Mr. Roger McCullough, board chair, called the meeting to order at 10:10 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. Roger McCullough, Mr. Eddie C. Williams, Mr. Jimmie Varnado and Mr. Mitch Strickland. Mrs. Andrea Collett 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 Dec. 6, 2013, had been posted on the Secretary of State's website Oct. 16, 2012.

**Approval of Minutes from the Orientation Meeting Sept. 5, 2013**

Minutes of the orientation meeting Sept. 5, 2013, were mailed prior to the meeting. Mr. McCullough asked for a motion to approve the minutes from the Sept. 5, 2013, board meeting. A motion was made by Mr. Varnado and seconded by Mr. Williams. The minutes were approved unanimously.

**Approval of Minutes from the Meeting Sept. 6, 2013**

Minutes of the meeting Sept. 6, 2013, were mailed prior to the meeting. Mr. McCullough asked for a motion to approve the minutes from the Sept. 6, 2013, board meeting. A motion was made by Mr. Varnado and seconded by Mr. Strickland. The minutes were approved unanimously.

**Approval of Agenda**

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

**New Business**

Mr. Simpson discussed with the board information regarding the State Office Headquarters land and building. Mr. Simpson asked for a motion to accept and transfer State Office Headquarters land and buildings from State Insurance Fund to the State of Alabama for the benefit and use of the Alabama Department of Rehabilitation Services as set forth in a Quitclaim Deed dated Oct. 23, 2013. The motion was made by Mr. Varnado and seconded by Mr. McCullough. The Quitclaim Deed was approved unanimously.

Mr. McCullough made a motion to enter into a new contract with the commissioner for a term of three years commencing March 16, 2014, with an increase in salary of an amount equal to 5 percent more than the salary in his present contract rounded up so that the salary amount will be equally divisible by 24. The motion was seconded by Mr. Williams. The commissioner's contract was passed unanimously.

Mr. McCullough modified the motion just passed to provide that the term of the commissioner's new contract should extend from March 16, 2014, until December 31, 2016, with a holdover clause extending for a period of six months in the event that another person is appointed by the Board as of December 31, 2016, with all other terms of the new contract as approved in the previous motion to remain the same. The motion was seconded by Mr. Varnado. The holdover clause passed unanimously.

### **2013 Annual Report**

Mr. Roger McCullough made a motion to approve and adopt the 2013 Annual Report submitted and to authorize the staff of ADRS' Office of Communications and Information to make any necessary minor text and design changes prior to its publication. Mr. Williams seconded the motion, and the 2013 Annual Report was approved and adopted unanimously.

### **Commissioner's Comments**

Commissioner Boswell thanked the board and staff for the opportunity to continue being the commissioner of the Alabama Department of Rehabilitation Services.

### **Announcements**

ADRS board meetings for 2014:

- March 7, 2014 - 10:00 AM – State Office Large Conference Room
- June 6, 2014 - 10:00 AM – State Office Large Conference Room
- September 5, 2014 - 10:00 AM – State Office Large Conference Room
- December 5, 2014 - 10:00 AM – State Office Large Conference Room

Mr. McCullough adjourned the meeting at 10:33 a.m.

Minutes were taken by LeAnne Bull.



Respectfully submitted: Cary F. Boswell, Commissioner



Approved: Roger McCullough, Chair