

ALABAMA DEPARTMENT OF REHABILITATION SERVICES  
BOARD MEETING MINUTES  
SEPTEMBER 4, 2015

**Call to Order**

Mr. Jimmie Varnado, board chair, called the meeting to order at 10:00 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, Mr. Roger McCullough, Mrs. Stacy Mitchell, Mrs. Andrea Collett, Mr. Mitch Strickland, and Mr. Eddie C. Williams. Dr. Stephen Kayes 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 Sept. 4, 2015, had been posted on the Secretary of State's website Nov. 13, 2015.

**Special Welcoming Back:**

Mr. Varnado welcome Mr. Strickland and Mrs. Collett back to the meetings. Both of these members had been out due to sickness.

**Approval of Agenda**

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

**Approval of Minutes for Meeting June 5, 2015**

Minutes from the June 5, 2015, 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:**

### **ADRS Operations Plan FY 2015-2016 ADRS Personnel Staffing Plan 2015-2016**

Ms. Suzette Taylor reviewed the ADRS Operations Plan FY 2015-2016.

Ms. Jane Elizabeth Burdeshaw asked the board if they had any questions regarding the ADRS Personnel Staffing Plan 2015-2016.

Mr. Varnado made the motion that the board approve and adopt the ADRS FY 2015-2016 Operations Plan (EBO Form # 8) at the spending level of \$173,872,167 and the ADRS Staffing Plan (EBO Form # 9) at 841 full-time and one part-time staff and give authority to the commissioner and chief financial officer to revise the Operations Plan within these spending and staffing levels. Mr. Williams seconded the motion. The ADRS Operations Plan FY 2015-2016 (EBO Form #8) and ADRS Personnel Staffing Plan 2015-2016 (EBO Form #9) were approved and adopted unanimously.

### **Presentation by Graham Sisson – Governor's Office on Disability**

Mr. Sisson gave a brief update to the board on the duties and everyday activities of the Governor's Office on Disability.

### **Presentation by Jean Stewart and Kimberly Waugh – Graduates of Leadership Training Institute**

Ms. Stewart and Ms. Waugh both spoke to the board regarding the opportunity they had/have by being selected to participate in the ADRS Leadership Training Institute.

## **Updates to Division Reports:**

Dr. Boswell introduced Lisa Alford to the board. She is the new SAIL director taking over and replacing Karen Coffey, who left ADRS to go to the Department of Mental Health.

Division directors gave an update to their written reports. They also introduced any new staff from their respective divisions.

## **Commissioner's Comments**

Commissioner Boswell gave an update of the budget projections for 2017. Commissioner Boswell said he is also very concerned about bills in the upcoming special session that could move the department out of the Education Trust Fund into the General Fund.

Mr. Dave White, who represents the Governor's Office, stated that he does not believe that the bill would come up during the special session, but there will be a bill in the 2016 regular session that would more than likely propose moving ADRS into the General Fund.

Announcements

ADRS board meetings for 2015:

- December 4, 2015 - 10:00 a.m. – State Office Large Conference Room

ADRS Board Meetings for 2016:

- March 4, 2016 - 10:00 AM – State Office Large Conference Room
- June 3, 2016 - 10:00 AM – State Office Large Conference Room
- Sept. 2, 2016 - 10:00 AM – State Office Large Conference Room
- Dec. 2, 2016 - 10:00 AM – State Office Large Conference Room

Mr. Varnado adjourned the meeting at 11:40 a.m.

Minutes were taken by LeAnne Bull.

Respectfully submitted:

  
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Cary F. Boswell, Commissioner

Approved:

  
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Jimmie Varnado, Chair