

ALABAMA DEPARTMENT OF REHABILITATION SERVICES  
BOARD MEETING MINUTES  
DEC. 8, 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**

Mrs. Betsy Prince opened the meeting with prayer.

**Verification of Quorum**

Board members present were Mr. Jimmie Varnado, Mr. Eddie C. Williams, Mrs. Andrea Collett, Dr. Stephen Kayes, and Mrs. Penny P. Foster. 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 Dec. 8, 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 Mr. Williams and seconded by Mrs. Collett. The agenda was approved unanimously.

**Approval of Minutes for Sept. 8, 2017, Meeting**

Minutes from the Sept. 8, 2017, 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**

**Approval of 2017 Annual Report**

Mrs. Collett made a motion to approve and adopt the 2017 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. The motion to approve and adopt the 2017 annual report was seconded by Mr. Varnado. The 2017 annual report was approved and adopted unanimously.

**Consumer Story from 2017 Annual Report**

Mr. Ryan Godfrey from the Office of Communications and Information introduced the consumer video story on Travis Deese from Southern Sweet Concession.

## Updates to Division Reports

Division directors gave updates to their written reports.

## Commissioner's Comments

The Commissioner provided an update to her written report.

## Announcements

ADRS Proposed Board Meetings for 2018:

- March 16, 2018 – 10:00 AM – State Office Large Conference Room
- June 15, 2018 – 10:00 AM – Tuscaloosa Rehabilitation Office
- Sept. 14, 2018 – 10:00 AM – State Office Large Conference Room
- Dec. 7, 2018 – 10:00 AM – State Office Large Conference Room

## Board Business/Discussion

Mr. Varnado stated that Mrs. Collett had submitted her letter of resignation to the board, effective Dec. 8, 2017. Since Mrs. Collett is the vice chair, he stated that a new vice chair must be elected.

Mr. Varnado opened the floor for nominations for board vice Chair. Dr. Kayes made a motion that Mr. Eddie Williams be nominated for vice chair. This motion was seconded by Mrs. Foster. Mr. Williams will serve as vice chair for the remaining term ending December 2018.

## Special Recognition

Mr. Dave White, Gov. Ivey's Senior Policy Adviser, presented Mrs. Collett with a Certificate of Appreciation from Gov. Ivey recognizing Mrs. Collett for her service to the ADRS board. He thanked her for all her work.

Mr. Varnado, board chair, presented Mrs. Collett with a Certificate of Appreciation on behalf of ADRS and the board. Mr. Varnado thanked Mrs. Collett for her hard work as an ADRS board member.


Mrs. Collett thanked everyone for their kind remarks and stated she enjoyed every moment of serving on the board.

Minutes were taken by LeAnne Bull.

Respectfully submitted:

  
Jane E. Burdeshaw, Commissioner

Approved:

  
Jimmie Varnado, Chair