

ALABAMA DEPARTMENT OF REHABILITATION SERVICES  
BOARD ORIENTATION MEETING MINUTES  
SEPTEMBER 5, 2013

**Call to Order**

Mr. Roger McCullough, board chair, called the board orientation meeting to order at 10:08 a.m. in the large conference room at the State Office of the Alabama Department of Rehabilitation Services.

**Prayer**

Mr. Jim Harris, III, opened the meeting with prayer.

**Verification of Quorum**

Board members present were Mr. Roger McCullough, Mrs. Patricia Floyd, Mr. Jimmie Varnado, Mr. Eddie C. Williams, 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 orientation meeting for Sept. 5, 2013, had been posted on the Secretary of State's website June 13, 2013.

**Approval of Agenda**

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

**Commissioner's Report**

Commissioner Boswell gave an overview of the department.

**Division Reports**

Division directors presented information about their respective divisions.

**Announcements**

ADRS board meetings for 2013:

- **Sept. 6, 2013** – 10:00 AM – State Office Large Conference Room
- **Dec. 6, 2013** – 10:00 AM – State Office Large Conference Room

Mr. McCullough adjourned the meeting at 4:34 p.m.

Respectfully submitted:



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Cary F. Boswell, Commissioner

Approved:



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Roger McCullough, Chair

ALABAMA DEPARTMENT OF REHABILITATION SERVICES  
BOARD MEETING MINUTES  
SEPTEMBER 6, 2013

**Call to Order**

Mr. Roger McCullough, board chair, called the meeting to order at 10:04 a.m. in the large conference room at the State Office of the Alabama Department of Rehabilitation Services.

**Prayer**

Mr. Jim Harris, III, opened the meeting with prayer.

**Verification of Quorum**

Board members present were Mr. Roger McCullough, Mr. Eddie C. Williams, Mrs. Patricia Floyd, Mr. Jimmie Varnado, 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 Sept. 6, 2013, had been posted on the Secretary of State's website Oct. 16, 2012.

**Approval of Minutes from June 7, 2013**

Minutes of the June 7, 2013, ADRS board meeting were mailed prior to the meeting. Mr. McCullough asked for a motion to approve the minutes from the June 7, 2013, board meeting. A motion was made by Mrs. Floyd and seconded by Mrs. Collett. The minutes were approved unanimously.

**Approval of Agenda**

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

**New Business**

**ADRS Operations Plan FY 2013-2014  
ADRS Personnel Staffing Plan 2013-2014**

Mrs. Suzette Taylor reviewed the ADRS Operations Plan FY 2013-2014.

Ms. Jane Elizabeth Burdeshaw asked the board if they had any questions regarding the ADRS Personnel Staffing Plan 2013-2014.

Mr. McCullough made a motion that the board approve and adopt the ADRS FY 2013-2014 Operations Plan (EBO Form # 8) at the spending level of \$172,294,269 and the ADRS Staffing Plan (EBO Form # 9) at 845 full-time and 1 part-time staff and that the board give authority to the commissioner and chief financial officer to revise the Operations Plan within these spending and staffing levels. Mrs. Floyd seconded the motion. The ADRS Operations Plan FY 2013-2014 (EBO Form #8) and ADRS Personnel Staffing Plan 2013-2014 (EBO Form #9) were approved and adopted unanimously.

Mr. McCullough asked the board to increase the ADRS FY 2013-2014 Operations Plan spending level from \$172,294,269 to \$173,294,269. This motion was seconded by Mrs. Floyd. The increase was approved unanimously.

### **Commissioner's Comments**

Commissioner Boswell stated that this was Mrs. Patricia Floyd's last board meeting and that we would like to recognize her for outstanding leadership during her 18 years on the ADRS board. He stated that directly after the meeting we would have a reception in her honor.

### **Announcements**

ADRS board meetings for 2013:

- **Dec. 6, 2013** – 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



Roger McCullough, Chair