

ALABAMA DEPARTMENT OF REHABILITATION SERVICES
BOARD MEETING MINUTES
SEPTEMBER 8, 2017

Call to Order

Mr. Jimmie Varnado, board chair, called the meeting to order at 9:30 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.

Swearing in New Board Member Mrs. Penny P. Foster

Mr. Varnado introduced Mrs. Penny P. Foster to the board. Mrs. Foster represents Congressional District 3 and is the parent of a child with a disability. Mr. Simpson administered the oath of the office to Mrs. Foster. Mrs. Foster is now a member of the Alabama Department of Rehabilitation Services.

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. Roger McCullough and Mr. Mitch Strickland were 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. 8, 2017, had been posted on the Secretary of State's website Dec. 22, 2016, with a revision to the time being made Aug. 24, 2017.

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 Dr. Kayes. The agenda was approved unanimously.

Approval of Minutes for Meeting June 2, 2017

Minutes from the June 2, 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:

ADRS Operations Plan FY 2017-2018 (EBO Form #8)

ADRS Personnel Staffing Plan 2017-2018 (EBO Form #9)

Ms. Suzette Taylor reviewed the ADRS Operations Plan FY 2017-2018 (EBO Form #8).

Ms. Tracy Francisco asked the board if they had any questions regarding the ADRS Personnel Staffing Plan 2017-2018 (EBO Form #9).

Mr. Varnado made the motion that the board approve and adopt the ADRS FY 2017-2018 Operations Plan (EBO Form # 8) at the spending level of \$184,160,561 and the ADRS Staffing Plan (EBO Form # 9) at the staffing level of 843.50 full-time equivalent, and that we give authority to the commissioner and chief financial officer to revise the Operations Plan within these spending and staffing levels. Ms. Collette seconded the motion. The ADRS Operations Plan FY 2017-2018 (EBO Form #8) and ADRS Personnel Staffing Plan FY 2017-2018 (EBO Form #9) were approved and adopted unanimously.

Updates to Division Reports:

Division directors gave updates to their written reports.

Announcements:

Mr. Varnado had to leave for an appointment and turned the meeting over to Mrs. Andrea Collett, vice chair.

ADRS Board Meeting for 2017:

- Dec. 8, 2017 - 10:00 a.m. – State Office Large Conference Room

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
- September 14, 2018 – 10:00 AM – State Office Large Conference Room
- December 7, 2018 – 10:00 AM – State Office Large Conference Room

Board Business/Discussion:

Mrs. Collett adjourned the meeting at 10:30 a.m.

Minutes were taken by LeAnne Bull.

Respectfully submitted:



Jane E. Burdeshaw, Commissioner

Approved:



Jimmie Varnado, Chair