

**Board Meeting Minutes  
January 22, 2015**

The Alabama Board of Home Medical Equipment met on Thursday, January 22, 2015, at the Board office in Montgomery for the purpose of conducting Board business. Those in attendance were as follows: Lisa Wells, Chair; John Beard, Member; Kent Crenshaw, Member; Missy Fields, Member; Melissa Mann, Member; Jonathan Temple, Member; and Rhonda "Chris" Tidwell, Member. Not present were Wayne Lewis, Vice Chair; Dr. Fred Hunker, Member; and Vernon Johnson, Member. Staff present were Paula McCaleb, Executive Director; Cameron McEwen, Assistant Attorney General; and Brandy Isenhour, Operations Manager (serving as Recording Secretary).

The meeting was called to order at approximately 10:10 a.m., with a quorum present, in the following members: Lisa Wells, John Beard, Kent Crenshaw, Missy Fields, Melissa Mann, and Chris Tidwell.

The meeting was advertised on the Board's web site, as well as the Secretary of State's web site, in accordance with the Alabama Open Meetings Act.

A motion was made by Missy Fields to accept the meeting Minutes from December 17, 2014, as presented. Chris Tidwell seconded the motion. The Chair called for a vote from the Board. Voting "aye" were John Beard, Kent Crenshaw, Missy Fields, Melissa Mann, and Chris Tidwell. Voting "nay" were none. The motion passed.

Jonathan Temple joined the meeting in progress at approximately 10:15 a.m.

A motion was made by Melissa Mann for the Board to enter into executive session at 10:55 a.m. to consider the general reputation and character, physical condition, professional competence, and mental health in accordance with Section VII(1) of the Open Meetings Act. Jonathan Temple seconded the motion. The motion passed unanimously. Voting "aye" were John Beard, Kent Crenshaw, Missy Fields, Melissa Mann, Jonathan Temple, and Chris Tidwell. Voting "nay" were none. The motion passed. The Chair announced that the Board would be in executive session for approximately thirty (30) minutes. Paula McCaleb then requested that the Chair excuse her and all Leadership Alliance personnel from closed session to avoid any appearance of impropriety if any discussion of competitive bids for administrative services providers might be necessary. The Chair allowed Leadership Alliance to be excused as requested.

A motion was made by Jonathan Temple for the Board to continue in executive session at 11:32 a.m. to consider the general reputation and character, physical condition, professional competence, and mental health in accordance with Section VII(1) of the Open Meetings Act. John Beard seconded the motion. The motion passed unanimously. Voting "aye" were John Beard, Kent Crenshaw, Missy Fields, Melissa Mann, Jonathan Temple, and Chris Tidwell. Voting "nay" were none. The motion passed. The Chair announced that the Board would be in executive session for approximately thirty (30) minutes.

A motion was made by Jonathan Temple to come out of Executive Session. Melissa Mann seconded the motion. The motion passed unanimously. Voting "aye" were John Beard, Kent Crenshaw, Missy Fields, Melissa Mann, Jonathan Temple, and Chris Tidwell. Voting "nay" were none. The motion passed. The time being approximately 12:10 p.m.

After review, the Chair announced that the Board would need to change the language in a couple of areas in the bid specifications. Therefore, there would also be a need to cancel the current bid specifications and write a letter to the Department of Purchasing citing what amendments to the bid specifications are needed.

A motion was made by Jonathan Temple to enter into discussion with Leadership Alliance, LLC about extending the contract for management services until they can get a new contractor. Chris Tidwell seconded the motion. The Chair called for a vote from the Board. Voting "aye" were John Beard, Kent Crenshaw, Missy Fields, Melissa Mann, and Chris Tidwell. Voting "nay" were none. The motion passed.

A motion was made by Missy Fields to add language to the bid specification that states all inspections are to be completed within 10 days after an application is complete and must follow all state regulations. Melissa Mann seconded the motion. The Chair called for a vote from the Board. Voting "aye" were John Beard, Missy Fields, Melissa Mann, and Chris Tidwell. Voting "nay" was Kent Crenshaw. The motion passed.

A motion was made by Jonathan Temple to strike through the section in the bid specifications that states no criminal history. Melissa Mann seconded the motion. The Chair called for a vote from the Board. Voting "aye" were John Beard, Missy Fields, Melissa Mann, and Chris Tidwell. Voting "nay" was Kent Crenshaw. The motion passed.

Before entering into any agreement for an emergency extension of the administrative services contract with Leadership Alliance, Paula McCaleb stated that in order to provide services at their current level, she would have to have the support of the Board members in order to fulfill all tasks required for administrative services including investigation and inspection services. All Board members present agreed that Leadership Alliance had their support for the completion of all duties required.

A motion was made by Jonathan Temple to write a cancelation letter to purchasing in regards to the bids and extend the Leadership Alliance, LLC contract until a new vendor is established. Missy Fields seconded the motion. The Chair called for a vote from the Board. Voting "aye" were John Beard, Kent Crenshaw, Missy Fields, Melissa Mann, and Chris Tidwell. Voting "nay" were none. The motion passed.

A motion was made by Jonathan Temple to have a new application finalized that complies with the new law within 30 days. Missy Fields seconded the motion. The Chair called for a vote from the Board. Voting "aye" were John Beard, Kent Crenshaw, Missy Fields, Melissa Mann, and Chris Tidwell. Voting "nay" were none. The motion passed.

The Chair announced that the next Board meeting would be determined after they get the bid specifications finalized and a date is set with purchasing to receive the bids back.

There being no further Board business, Missy Fields made a motion to adjourn the meeting. Melissa Mann seconded the motion. The motion passed unanimously and the meeting adjourned at 1:46 p.m.

Respectfully Submitted,

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Lisa Wells, *Chair*

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Paula McCaleb, *Executive Director*

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Wayne Lewis, *Vice Chair*

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Brandy L. Isenhour, *Operations Manager*  
(Serving as Recording Secretary)