

ALABAMA BOARD OF HOME MEDICAL EQUIPMENT

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MINUTES

Board Meeting

November 19, 2019

The Alabama Board of Home Medical Equipment met on Tuesday, November 19, 2019, at the Board's office located at 2777 Zelda Road in Montgomery to conduct Board business. Board members in attendance were Ms. Lisa Wells (Board Chair), Mr. Kent Crenshaw (member), Mr. Andy Alvarez (member), Mr. Jason Jones (member), Mr. Robert Beard (member), Dr. Randall Lee Murphy Jr. and Mr. Don Jones (member). Board member not in attendance was Mr. Vernon Johnson (member). Others present were Mr. Keith Warren (Executive Director), Ms. Hope Childers (Board Administrator), Mr. Cameron McEwen (General Counsel) and Ms. Renee' Reames (serving as recording secretary).

The meeting was called to order at 10:00 a.m. by Ms. Wells, Board Chair, and a quorum was present. Public notice of this rescheduled meeting was advertised on the Board's web site at www.homemed.alabama.gov, and published on the Secretary of State's web site at www.sos.alabama.gov, in accordance with the requirements of the Alabama Open Meetings Act.

Chairperson Wells presented the minutes from the June 4, 2019 Board meeting for the Board's approval. A copy of the minutes was provided to the members prior to the meeting. Mr. J. Jones made a motion to accept the June minutes as presented. The motion was seconded by Mr. Alvarez and unanimously approved by the Board, with none voting "nay." (Minutes available for viewing in the Board's Official Book of Minutes and on the Board's website.)

Chairperson Wells presented the Board Chairperson's Report. She commented on the expired Board terms and Mr. McEwen explained that members were allowed to continue to serve beyond their term until a replacement had been appointed.

Chairperson Wells also reminded the Board about discussions concerning the definition of Durable Medical Equipment and commented on reference information to be distributed to the Board for their review. She asked the members to be prepared to discuss this matter at the next Board meeting and the topic placed on the agenda.

Mr. Warren presented the Executive Director's report, which included financial activities by the Board for the period ending September 30, 2019. Also reported were the total number of active licensees. Mr. Warren reported on the number of inspections conducted during FY 2019 and FY 2020, along with number of complaints received during this same period (report available for viewing in the Board's Official Book of Minutes). Mr. Warren reported that random inspections are completed on a geographical basis and recommended that an annual number of inspections be required rather than monthly.

Mr. J. Jones made the motion to approve the financial report as presented. The motion was seconded by Mr. D. Jones and unanimously approved by the Board, with none voting "nay."

Ms. Childers presented the Administrator's Report on activities performed by staff since the last Board meeting, along with a list of new licenses and companies inspected.

Ms. Childers presented the Administrator's report and indicated that the licensing renewal cycle had closed and the late renewal period was open through December 1st.

Mr. McEwen presented the Legal Counsel Report. He presented a recent inquiry from the Board of Prosthetists and Orthotists about licensing exemptions. He reiterated Ms. Well's comments about discussing, at the next Board meeting, the definition of home medical equipment to assist in formulating a response to this inquiry.

Mr. McEwen also presented an inquiry about external pumps and supplies. Following discussion of this matter, it was determined by the Board that no violations existed.

Mr. D. Jones provided an ADMEA update on local and federal-level activities. Chairperson Wells reported that MSA would be rebid in the Birmingham area, with results to be implemented in June 2021.

Chairperson Wells presented a copy of the proposed Legal Service Contract for FY 2020 ending September 30, 2020. Mr. Alvarez made the motion to approve the Inter-agency agreement with the Alabama Board of Funeral Services for Legal Services provided by Mr. McEwen. The motion seconded by Mr. D. Jones and unanimously approved by the Board, with none voting "nay."

Chairperson Wells presented the proposed meeting dates for the Board to meet in calendar year 2020. Following a discussion of the dates, the Board agreed to meet on January 21st, April 21st, August 11th, and November 10th. The meeting dates would be posted on the Board's website and the Secretary of State's website.

Chairperson Wells reported that the annual election of Board officers was due. Mr. Beard nominated Ms. Wells as Board Chair and the motion was seconded by Mr. J. Jones. There were no other nominations for Board Chair from the floor and Ms. Wells was unanimously approved as Board Chairperson.

Mr. Beard nominated Mr. Jason Jones as Board Vice Chair and the motion was seconded by Mr. D. Jones. There were no other nominations for Board Vice Chair from the floor and Mr. Jason Jones was unanimously approved as Board Vice Chair.

Mr. Warren presented a copy of the 2014 bid specifications for Administrative Services Contract. The Board reviewed the requirements to bid and considered any modifications to the new bid specifications. Mr. Beard made the motion to remove the requirement that a separate post office box be maintained by the Board. The motion was seconded by Mr. Alvarez and unanimously approved by the Board, with none voting "nay."

Mr. J. Jones made the motion to require a minimum of 144 inspection to be conducted annually. The motion was seconded by Mr. Alvarez and unanimously approved by the Board, with none voting "nay."

Mr. J. Jones made the motion to approve the bid specifications for Administrative Services, with the approved changes. The motion was seconded by Mr. Alvarez and unanimously approved by the Board, with none voting "nay."

The Board discussed the three vacant positions on the Board and expired terms. Mr. Warren reported that he would continue to work with the nominating authorities in filling these positions.


Mr. D. Jones commented on a public awareness outreach campaign about Medicare HMO enrollment. The Board discussed the benefits to the public in being informed before annual enrollment. Mr. Warren indicated that he would work on recommendations from all media venues and present campaign recommendations, with costs, for the Board's consideration in initiating a similar public awareness program.

Dr. Murphy left the meeting at 11:07 a.m. due to a conflict in schedule.

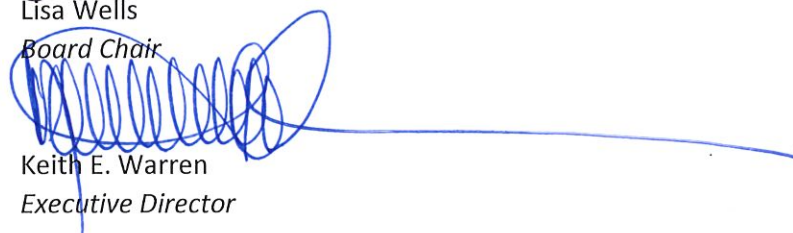
Chairperson Wells announced the next meeting date of the Board was scheduled Tuesday, January 21, 2020 at 10:00 a.m.

There being no further business, Chairperson Wells adjourned the meeting at 11:15 a.m.

Respectfully Submitted,



Lisa Wells
Board Chair



Keith E. Warren
Executive Director

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