

# **ALABAMA BOARD OF HOME MEDICAL EQUIPMENT**

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## **MINUTES**

### **Board Meeting**

**November 10, 2020**

The Alabama Board of Home Medical Equipment met on Tuesday, November 10, 2020, at the Board's office located at 60 Commerce Street Suite 1440 in Montgomery and on Zoom to conduct Board business. Board member in attendance in the Montgomery Office were: Board Chair Lisa Wells, Board Vice Chair Jason Jones, Mr. Andy Alvarez (member), Mr. Don Jones (member), Rep. Chris Sells (member), Mrs. Susan Haigler (member). The Board Member attended by Zoom was Mr. Vernon Johnson. Board member not in attendance was Dr. Randall Lee Murphy, Jr. Others present in Montgomery were Ms. Claire Austin (Executive Director), Mr. Will Parker (Administrator), Mr. Cameron McEwen (Legal Counsel), and Ms. Brenda Holden (serving as recording secretary). Guest Justice Kelly Wise arrived at 10:18 a.m. and departed at 10:28 a.m.

The meeting was called to order at 10:05 a.m. by Ms. Wells, Board Chair with a quorum present. This being the first meeting for new Board Members Mrs. Susan Haigler and Rep. Chris Sells, the Board Chair Wells recommended starting the meeting with introductions. Public notice of the regularly scheduled meeting was advertised on the Board's web site at [www.homemed.alabama.gov](http://www.homemed.alabama.gov) and published on the Secretary of State's web site at [www.sos.alabama.gov](http://www.sos.alabama.gov), in accordance with the requirements of the Alabama Open Meetings Act.

Chairperson Wells asked for a motion to approve the agenda, Mr. Alvarez made the motion to accept the agenda as provided, Mr. J. Jones seconded the motion. The motion passed unanimously.

Reading of the Minutes – each member read the Minutes individually.

Chairperson Wells asked for a motion to approve the minutes of August 11, 2020. Mr. J. Jones made a motion to approve the minutes as written, Mr. D. Jones seconded the motion. The motion passed unanimously.

Oath of Office was presented to new Board Members Mrs. Susan Haigler and Rep. Chris Sells and reaffirmation for Mrs. Lisa Wells by Justice of Alabama Supreme Court Mrs. Kelly Wise.

The Chair report to the Board included the continuation of getting the appointment dates corrected with the Governor's Office since the appointment dates are supposed to be for four years but some members received letters stating their appointment was for two years. Also, a discussion about the language being cleanup on contracts. It was stated that after sixty days rules will be put into place which must be followed. Concerns were brought up about licensee's losing business because of contacts and the rates, causing some to operate with a loss or no gain, which in turn would be a disservice to the public. If the business could no longer operate due to financial difficulties, they could no longer provide services to the public especially those in the rural areas where there are no other options.

Ms. Austin provided the Board with the financial information and updates on what the office has been doing. She provided the Board Members copies of the office production and financial information in advance to review should there be any questions. Will Parker added that the Board has a 97% renewal rate this year. A motion was made by Mr. Alvarez to approve the Executive Directors report which was seconded by Rep. Wells. The motion passed unanimously. Ms. Austin added that the Examiners of Public Accounts had contacted her about an upcoming audit, she believes it may start in January 2021.

Mr. McEwen, Board Legal Counsel stated that he needed to go into executive session to provide his report. Mr. Alvarez motion that the Board go into Executive Session for 15 minutes, Mr. D. Jones seconded the motion which passed unanimously. The Board went into Executive Session at 10:55 a.m. Mr. J. Jones motioned that the Board come out of Executive Session at 11:12 a.m. which was seconded by Mr. D. Jones. The motion passed unanimously.

New Board Business, this being the first meeting of the fiscal year the Board took nominations for the Officers of the Board. Mr. Alvarez nominated Ms. Wells to be Chair again. There being no other nominations Mr. J. Jones seconded the nomination. The vote was unanimous, and Ms. Wells accepted the position. Mr. D. Jones nominated Mr. J. Jones to the Vice Chair position which was seconded by Mr. Alvarez. There being no other nominations the motion passed unanimously, and Mr. J. Jones accepted.

Other New Business was the Agreement between The Alabama Board of Home Medical Equipment and the Alabama Board of Funeral Services for legal services which was previously provided to the Board Members in advance. There being no objections to the Agreement Rep. Sells motion to accept the agreement as presented which was seconded by Mr. J. Jones. The motion passed unanimously.

The dates for Board meetings in 2021 was recommended and reviewed. The following are the dates: January 12, 2021; April 20, 2021; August 3, 2021; and November 2, 2021. Ms. Haigler motion to accept the dates as listed which was seconded by Mr. Alvarez. The motion passed unanimously.

Chairperson Wells announced that the next regular meeting of the Board was scheduled on Tuesday, January 12, 2021 at 10:00 a.m.

There being no further business of the Board, Rep. Sells made the motion to adjourn the meeting. The motion was seconded by Mr. Alvarez and unanimously passed by the Board. Chairperson Wells adjourned the meeting at 11:29 a.m.

Respectfully Submitted,

*Lisa Wells*

Lisa Wells  
Board Chair