

HME Board Minutes

Special Meeting

11:00AM – CST

January 28, 2025

With proper and required notice having been provided to the Alabama Secretary of State's Office along with posting on the websites of the Alabama Secretary of State and the Alabama Board of Home Medical Equipment the meeting was held on Tuesday, January 28, 2025, at 60 Commerce Street, Suite 1440, Montgomery, Alabama. The meeting has been called to order at 11:13 a.m. by Chairman Jason Jones.

A quorum was established and maintained; the following Board members were present:

Jason Jones

Don Jones

Robert Beard

Michael Hadden – Via Zoom

Ashley Lauderdale

Dr. Danielle Powell

Lisa Wells – via Zoom

Also present was Claire Austin, Executive Director, Will Parker, Administrative Support, and Hunter Sims, Board Legal Counsel.

Two new Board members were administered the Oath of Office and Sworn into office before the meeting actual began. Twinkle A. Cavanaugh, President of the PSC administrated the Oath of Office in Ashley Lauderdale from Tuscaloosa, AL first, then, Dr. Danielle Powell from Shelby County.

After reading the agenda that was emailed prior to the meeting, the motion to approve the agenda was made by Don Jones and seconded by Robert Beard. The Board unanimously approved the agenda. After reading the minutes, there was a motion made by Robert Beard and seconded by Dr. Powell to approve the minutes. The Board unanimously approved the minutes.

The Board Chair Jones gave his report discussing the HB 75 regarding wheelchairs that was pre-filed by Rep. Clarke from Mobile, AL. There was discussion and the board is against this bill. Austin will keep the Board abreast of any movement and outreach to legislators. Jones discussed that at the Association meeting last week they were alerted to the insurance regarding the

Medicare Advantage Plus Plans at the federal level. Chairman Jones noted that they will monitor and activate outreach at the federal level when needed to the Alabama delegation. Jones noted that the Association would be mailing letters to people in Washington, DC. There was discussion about the Medicaid managed plans at the state level, and D. Jones and L. Wells referenced the Oklahoma plan.

Claire Austin welcomed the two new board members and thanked them for their willingness to serve on the board. Austin gave the executive director's report to the Board stating that the HME-SP Board has 580 Licenses, and that the board is in good shape. Austin stated that she had been working on educational outreach RFP for the Board. The Board will have to plan for the year 2025 given the long process for an RFP and bids.

Will Parker presented the Financial Report and the performance update with a detailed status on the finances of the board. Parker stated the board had a cash balance of \$449,789.00, and said that we are in good financial shape, very healthy and streamlined.

The board legal counsel, Hunter Sims from the Attorney General's office brought before the Board the Administrative RFP. Austin and Parker left the room for the discussion on the RFP. Attorney Sims worked with the board on the RFP for the Purchasing Department. There was a motion by Robert Beard to except the RFP, and seconded by Ashley Lauderdale, the board voted unanimously for the RFP to be submitted to Purchasing for the new Administration contract to be put on the Bid list. When the board finished the matter of the RFP, Austin and Parker were brought back into the Board meeting.

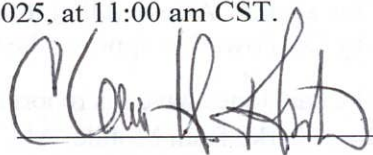
Under old business, Austin brought to the attention of the board the Educational Outreach RFP for a marketing – communication firm to bid on this work for the Board. Each member was given the RFP in the board packets and had the chance to review the RFP prior to the Board meeting Tuesday. There was much discussion about the timeline which may be very tight, and potential vendors to accomplish the goals. Austin stated we will have to have a bid and see who bids and what we may get from vendors. Austin stated that there is an Education Outreach Committee in place with board members Jennifer Weathers, Robert Beard, and Don Jones. Chairman Jason stated that he would trust and respect their options on vendors. The board's plan and goals are to have this in place to begin outreach and education in August through December of 2025. A motion was made by Don Jones to approve the RFP, and it was seconded by Robert Beard. The board voted unanimously in favor of the RFP.

Jason Jones said with no further business before the board, "I would like a motion to adjourn, Robert Beard made the motion to adjourn, and Dr. Powell seconded the motion to adjourn the board unanimously voted in favor to adjourn at 12:33pm.

The next meeting was scheduled for Tuesday, March 4, 2025, at 11:00 am CST.



Jason Jones, Chairman of Board



Claire H. Austin, Executive Director