

Alabama Board of Genetic Counseling

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MINUTES Board Meeting August 20, 2021

The Alabama Board of Genetic Counseling met on Tuesday, August 20, 2021 via video-conference during the COVID 19 State of Emergency. The meeting was held via Zoom and the following Board members attended virtually: Ms. Fallon Brewer (Board Chair), Ms. Kelly East (Board Vice Chair), Ms. Alicia Gomes (Board Secretary), Dr. Sheri Jenkins (member), Ms. Katie Nelson (member) and Ms. Jessa Blount (member). Board members absent were Dr. Leon Dure, Dr. Nathaniel Robin and Dr. Warner Huh. The meeting was held at the Board's Office and others in attendance onsite were Mr. Keith E. Warren (Executive Director), Mr. Brenton Smith (Assistant Attorney General), Ms. Hope Childers (Board Administrator) and Ms. Renee' Reames (recording secretary).

Mr. Warren called Board roll and indicated a quorum was present to conduct business. Chairperson Brewer called the meeting to order at 12:00 Noon.

Public Notice of this regularly scheduled meeting was submitted and published on the Secretary of State's website at www.sos.alabama.gov, in accordance with the Alabama Open Meetings Act.

Chairperson Brewer presented the proposed agenda for adoption by the Board. Ms. East made a motion to approve the agenda as presented. The motion was seconded by Dr. Jenkins and was unanimously approved by the Board.

Chairperson Brewer presented for the Board's approval the minutes from the June 16, 2021 meeting. A copy of the minutes was distributed to the members prior to the meeting for their review. Ms. Gomes made a motion to approve the June regular meeting minutes, with the correction to add the Oath of office by Ms. Blount. The motion was seconded by Ms. Nelson and was unanimously approved by the Board.

Chairperson Brewer presented the Board Chair Report. She lead discussions about the development of the Board's website to include a list of CE opportunities, licensee search roster, online application and renewal process, payment of licensing fees and list of Board members, etc. Mr. Warren commented on the delay in establishing the website and indicated that he would provide the Board members a link to the website for their review and comments.

Mr. Warren presented the Executive Director Report. He reviewed the financial activities of the Board for the period ending July 31, 2021, along with the allocation of expenses. He reported that 28 new applications had been received and currently the Board had 167 licensees. He indicated that a list of the new licensees would be distributed in a separate email to the Board.

Mr. Warren presented an example of the certificate of licensure that would be issued one-time upon initial licensure, along with a copy of an individual license, which would be issued with each renewal.

Dr. Jenkins made the motion to accept the financial report as presented. The motion was seconded by Ms. Blount and unanimously approved by the Board.

Mr. Warren explained about the current COVID 19 State of Emergency that allowed the Board to meet virtually rather than having a quorum of the members meeting physically in-person. Mr. Warren reported that during a recent meeting between another Board with the Sunset Committee, the Committee was approached about modifying the Open Meetings Act to allow Boards and Commissions more flexibility in conducting meetings electronically, outside of the State of Emergency period, and that these discussions could continue with the full Legislature.

Mr. Warren introduced Mr. Brenton Smith (Assistant Attorney General), who was attending the meeting in the absence of Mr. Barrett Browder, the Board's Legal Counsel. Mr. Smith indicated that he had no Legal Counsel report at this time.

Chairperson Brewer opened discussion about the application for licensure form and recommended that the Board review the application form again after one year. She indicated that a condensed version of the applications would be available soon for renewals and the forms would be placed online for convenience in applying for licensure.

Mr. Warren reminded members who were interested in continuing to serve after their term had expired, to send him a copy of their resume and letter, addressed to Governor Ivey, indicating interest in continuing to serve on the Board.

Chairperson Brewer indicated that she would poll the members about scheduling the next Board meeting tentatively during the first or second week of October.

There was no further business of the Board and Ms. Gomes made a motion to adjourn the meeting. The motion was seconded by Ms. Nelson and was unanimously approved by the Board. Chairperson Brewer adjourned the meeting at 12:33 p.m.

Respectfully Submitted,

Fallon Brewer
Board Chair

Keith E. Warren
Executive Director
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