

Alabama Board of Genetic Counseling

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MINUTES Board Meeting December 9, 2020

The Alabama Board of Genetic Counseling met on Wednesday, December 9, 2020 via video-conference during the COVID 19 State of Emergency. The following Board members participated in the call: Ms. Fallon Brewer (Board Chair), Ms. Merideth Sanders (Board Vice Chair), Ms. Alicia Gomes (Board Secretary), Dr. Sheri Jenkins (member), Dr. Nathaniel Robin (member), Ms. Katie Nelson (member) and Ms. Kelly East. Members not present were Dr. Warner Huh (member) and Dr. Leon Dure. Also on the call was Mr. Bill Garrett (Assistant Attorney General). The meeting was held at the Board's office located at 2777 Zelda Road in Montgomery, Alabama and others onsite in attendance were Mr. Keith E. Warren (Executive Director), Ms. Hope Childers (Board Administrator) and Ms. Renee' Reames (recording secretary). Guest, Mr. Barrett Bowdre was also on the call.

Mr. Warren called Board roll and indicated a quorum was present to conduct business. Chairperson Brewer called the meeting to order at 12:33 p.m.

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 for approval the agenda for the meeting. Dr. Robin made a motion to approve the agenda as presented. The motion was seconded by Ms. Gomes. Chairman Brewer called for a vote and following a roll call vote, the motion was unanimously approved. Mr. Warren indicated that a roll had been established for future roll call of the members during the meeting.

Chairperson Brewer presented for the Board's approval the Board meeting minutes for the September 18, 2020 regular meeting and October 9, 2020 called meeting. A copy of these minutes was distributed to the members prior to the meeting for their review.

Ms. Gomes made a motion to approve the September regular meeting minutes as presented. The motion was seconded by Dr. Jenkins. Chairman Brewer asked for any objections to using the previous roll to call the vote, and there were none. The motion was unanimously approved by the Board.

Dr. Robin made the motion to approve the October called meeting minutes as presented. The motion was seconded by Ms. Sanders. Chairman Brewer asked for any objections in using the previous roll to call the vote, and there were none. The motion was unanimously approved by the Board.

Chairperson Brewer presented the final rules for adoption. Mr. Warren reported that the three proposed rules were advertised for public comments, but no comments were received in writing.

Mr. Garrett explained the approval process in considering a final rule and recommended that Board take separate action on the proposed final rules. Chairman Brewer presented proposed Rule 405-X-1 Licensure for final adoption and called for comments. The Board discussed changing the application date cited in the 405-X-1-.07 to reflect licensing period beginning in February 2021. Dr. Jenkins made a motion to change the dates in the Notes section of Rule 405-X-1-.07 from 12/01/2020 to 10/01/21. The motion was seconded by Ms. East. Chairman Brewer asked for any objections to using the previous roll to call the vote and there were none. The motion was unanimously approved by the Board.

Dr. Jenkins made a motion to approve as a final Rule 405-X-1 Licensure as amended. The motion was seconded by Ms. Nelson. Chairman Brewer asked for any objections to using the previous roll to call the vote and there were none. The motion was unanimously approved by the voting members, with Dr. Robin not available on the call to vote.

Chairman Brewer presented proposed Rule 405-X-2 Disciplinary Action for final adoption and called for comments. There were no comments from the participants on the call. Ms. Sanders made a motion to approve as a final Rule 405-X-2 as presented. The motion was seconded by Ms. Gomes. Chairman Brewer asked for any objections to using the previous roll to call the vote and there were none. The motion was unanimously approved by Board.

Chairman Brewer presented proposed Rule 405-X-3 Continuing Education for final adoption and called for comments. Dr. Robin made a motion to approve as a final Rule 405-X-3 as presented. The motion was seconded by Ms. Jenkins. Chairman Brewer asked for any objections to using the previous roll to call the vote and there were none. The motion was unanimously approved by the Board.

Mr. Warren announced that anyone wishing for a copy of the Rules, after they were in effect, to contact the Board's office.

The Board discussed the application process and considered procedures when approving the applications received:

1. Approval by Board, members selected to review applications, redated information on applications, etc.
2. Issuing wallet-size licensure cards with expiration date, issue of one-time certificate with no expiration date, letter explaining discounted licensing fee for initial licensing period, etc.

Chairman Brewer presented the licensing application for the Board's approval. A copy of the revised application was submitted for their review prior to the meeting. Ms. East made a motion to approve the application for licensure as presented. The motion was seconded by Ms. Gomes. Chairman Brewer asked for any objections to using the previous roll to call the vote and there were none. The motion was unanimously approved by the Board.

The Board discussed various means of communication in notifying future licensees about the call for applications, e.g., associations, colleagues, notify surrounding state licensing boards, etc., in the absence of a Board website to post the announcement and licensing application form. Mr. Warren reported that he would draft an announcement to disseminate.

The Board also discussed disciplinary action to be considered for non-licensed individuals. Mr. Garrett recommended that a cease and desist letter be sent to allow them, within a reasonable time during the initial licensing process, to become in compliance with the Board's rules.

The Board discussed a future meeting date and agreed to poll members to meeting during the first week of March. The Board also agreed to defer selecting other meeting dates in 2021 until a later time.

Ms. Sanders announced that she was making plans to move and would be resigning from the Board. The Board expressed their appreciation for her service on the Board.

There was no further business of the Board and Ms. Sanders made a motion to adjourn the meeting. The motion was seconded by Dr. Robin. Chairman Brewer asked for any objections to using the previous roll to call the vote and there were none. The motion was unanimously approved by the Board and Chairperson Brewer adjourned the meeting at 1.23 p.m.

Respectfully Submitted,

Fallon Brewer
Board Chair

Keith E. Warren
Executive Director

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