

Alabama Board of Genetic Counseling

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MINUTES Board Meeting January 28, 2022

The Alabama Board of Genetic Counseling met on Friday, January 28, 2022 at 12:00 Noon. The meeting was held at the UAB Women and Infants Center at 1700 6th Avenue South, Room 5324 in Birmingham. Board members attending were Ms. Fallon Brewer (Board Chair), Ms. Alicia Gomes (Board Secretary), Dr. Warner Huh (member), Dr. Sheri Jenkins (member), Dr. Nathaniel Robin (member,) and Ms. Jessa Blount (member). Board members absent were Ms. Kelly East (Board Vice Chair), Dr. Leon Dure, and Ms. Katie Nelson. Others in attendance were Mr. Keith E. Warren (Executive Director), Mr. Barrett Bowdre (Assistant Attorney General attending virtually), 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 12:03 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 agenda for the meeting.

APPROVAL OF MINUTES

Chairperson Brewer presented for the Board's approval the minutes from the August 20, 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 August regular meeting minutes as presented. The motion was seconded by Dr. Robin and was unanimously approved by the Board.

REPORTS

Chairperson Brewer reported that she had no report at this time.

Mr. Warren presented the Executive Director Report. He reviewed the financial activities of the Board for the fiscal year 2021 ending September 30, 2021. He also reported financial information for the first quarter of FY 2022 ending December 31, 2021. A detailed line-item report of expenses was provided for both of these reporting periods. Mr. Warren reported on licensing activities for the period ending December 31, 2021 that totaled 236 licensees. He indicated that a full list of licensees, indicating in-state residents, would be provided at the next meeting. Mr. Warren commented on the complaint procedure regarding unlicensed individuals and the Board discussed sending periodic reminders to the AAMA and ASNA regarding licensure.

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

Mr. Bowdre provided an overview of the Open Meetings Act concerning quorum requirements for in-person attendance, virtual participation after a quorum has been established onsite, members attending virtually were not allowed to vote on disciplinary matters and could not participate, virtually, in closed Executive Sessions, and roll call vote required when attending virtually. The Board discussed the difficulty in attending in-person Board meetings due to their medical profession and inquired about changing the Board's statute to allow virtual meetings. Dr. Huh made the motion to authorize the Executive Director to draft proposed legislation to allow virtual meetings to conduct business. The motion was seconded by Ms. Gomes and unanimously approved by the Board.

Mr. Bowdre further explained about restrictions in Board members gathering and discussing topics outside of the Board meeting or through emails.

OLD BUSINESS

Mr. Warren reported online renewals and indicated that licensee search capabilities would be added to the website.

Mr. Warren reviewed the Board terms and various appointing authorities addressed in the Board's statute. Dr. Robin's term had expired and he requested a replacement appointment. Mr. Warren indicated that he would notify the appointing authority (the Lieutenant Governor's office) about his request.

NEW BUSINESS

The Board continued to discuss incidents of individuals practicing without a license. Mr. Warren commented on the complaint process in accordance with the Board's Rule 504-X-2-.03 and submitting a consumer complaint form for the Board's approval. It was advised that the Board members to refer to the Board's office, any consumers and the public who are interest in filing a complaint. He explained that members would have to be recused from voting on disciplinary matters that they had prior knowledge or involvement.

Mr. Warren indicated that he and the Board's legal counsel would draft a letter to send to associations and Boards in the medical profession about the Board's scope of practice requiring licensure. He also indicated that he would inquire about how other boards are addressing the distribution of information.

Mr. Warren presented for the Board's approval a proposal for Administrative Management Services. He explained that bids on services were not currently being conducted in the State and requested the Board approve an emergency contract beginning January 2, 2022 through September 30, 2022. Dr. Huh made a motion to approve the contract with Warren and Company, Inc. for Board management services through September 30, 2022 as presented. The motion was seconded by Dr. Robin and unanimously approved by the Board.

Mr. Warren recommended that the Board adopt a meeting schedule for calendar year 2022. The Board discussed meeting on Friday's at 12:00 Noon. Ms. Gomes moved that the Board meet on

April 29, 2022, at 12:00 Noon. The motion was seconded by Ms. Blount and unanimously approved by the Board.

Mr. Warren reported that annual election of officers was due. Dr. Robin made a motion that the current officers remain the same, with Ms. Brewer as Board Chair, Ms. East as Board Vice Chair and Ms. Gomes as Board Secretary. The motion was seconded by Ms. Blount and unanimously approved by the Board.

ANNOUNCEMENTS

The next meeting of the Board was scheduled April 29, 2022 at 12 Noon.

ADJOURNMENT

There being no further business of the Board, Chairperson Brewer adjourned the meeting at 12:54 p.m.

Respectfully Submitted,

Fallon Brewer
Board Chair

Keith E. Warren
Executive Director

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