

Alabama Board of Genetic Counseling

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MINUTES Board Meeting June 16, 2021

The Alabama Board of Genetic Counseling met on Tuesday, June 16, 2021 via video-conference during the COVID 19 State of Emergency. The following Board members participated in the call: Ms. Fallon Brewer (Board Chair), Ms. Alicia Gomes (Board Secretary), Dr. Sheri Jenkins (member), Dr. Nathaniel Robin (member), Ms. Katie Nelson (member), Ms. Kelly East (member), Dr. Warner Huh (member) and Dr. Leon Dure (member). The meeting was held at the Board's office located at 2777 Zelda Road in Montgomery, Alabama and others in attendance onsite were Mr. Keith E. Warren (Executive Director), Mr. Barrett Browder (Board Legal Counsel), 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 12:01 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 the Board's approval the meeting minutes for the March 5, 2021. 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 March regular meeting minutes as presented. The motion was seconded by Dr. Jenkins and was unanimously approved by the Board.

Mr. Warren presented the Executive Director Report. He reviewed the financial activities of the Board for the period ending May 31, 2021. He reported that a total of 188 applications had been received during this same period and currently the Board has 133 licensees.

Mr. Warren reported that he was working with Alabama Interactive to create an online application process and the contract covering the creation of the Board's website has been finalized with OIT. He indicated that he was working toward having these services available for the application renewal cycle, and later create the online application process to include new applications.

Mr. Warren introduced Mr. Barrett Browder, new Legal Counsel for the Board. Mr. Browder indicated that he had no Legal Counsel report at this time.

Mr. Warren reported that some applicants reside outside of the United States and proof of US citizenship is not applicable to these applicants.

Mr. Warren reviewed the Board terms and asked members, Mss. Brewer, Nelson and East, whose terms were expiring, to submit to him a letter to interest to continue to serve on the Board. He indicated that the letter should be addressed to the Governor and a copy of their resume should

also be submitted. He asked Dr. Robin to prepare a similar letter addressed to the Lt. Governor about his reappointment.

Mr. Warren also reported that the COVID 19 State of Emergency was scheduled to be lifted on July 6, 2021, and future meetings of the Board would require a quorum of the members to meet in-person where the meeting was being held.

Ms. Childers will continue to work on obtaining a high-resolution Board Seal and certificate to be reviewed by the Board Chairperson and Executive Director. Mr. Warren reported that he was working with OIT to allow licensees to print their license when renewing online.

The Board discussed having the next Board meeting in Birmingham. Chairperson Brewer indicated that she would poll the members about having the next meeting in mid-August in Birmingham.

There was no further business of the Board and Dr. Jenkins made a motion to adjourn the meeting. The motion was seconded by Dr. Robin and was unanimously approved by the Board. Chairperson Brewer adjourned the meeting at 12:31 p.m.

Respectfully Submitted,

Fallon Brewer
Board Chair

Keith E. Warren
Executive Director

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