

Alabama Board of Genetic Counseling

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MINUTES Board Meeting March 5, 2021

The Alabama Board of Genetic Counseling met on Friday, March 5, 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) and Dr. Warner Huh. Members not present Dr. Leon Dure. 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), 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 12:05 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. Ms. Gomes made a motion to approve the agenda as presented. The motion was seconded by Dr. Robin. 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 votes during the meeting by the members.

Chairperson Brewer presented for the Board's approval the meeting minutes for the December 9, 2020 regular meeting. A copy of the minutes was distributed to the members prior to the meeting for their review. Ms. East made a motion to approve the December 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.

Chairperson Brewer reported that Board had begun, in February, accepting applications for licensure and nine (9) licenses had been issued. She reported that other applications are in process of obtaining State verifications. Ms. Childers reported that over one hundred (100) applications were going through this process and pending.

The Board discussed reviewing applications that included (1) graduation from non-accredited facilities, (2) coursework irregularities, etc. Ms. Gomes and Chairperson Brewer agreed to review applications that fall within these categories (1) and (2) as discussed. Ms. East was assigned as back-up should a conflict in interest arise with an application.

The Board discussed the renewal process for applications. Mr. Warren recommended that the renewals be submitted online and he indicated that he would have additional information, at a future meeting, to present for the Board's approval.

Mr. Warren reported that the Board election to fill the vacant Vice Chair position was due, along with annually electing other officers. Dr. Robin made the motion that the position of Board Chair and Secretary remain the same, with Ms. Brewer as Board Chair and Ms. Gomes as Board Secretary. Ms. Nelson seconded the motion. Mr. Warren called a roll call vote and the motion was unanimously approved by the Board. Dr. Robin nominated Ms. East as Board Vice Chair. The motion was seconded by Ms. Nelson. Ms. East accepted the nomination. Mr. Warren called for a roll call vote and the motion was unanimously approved by the Board.

Mr. Warren reminded the members about their terms of office and asked members whose terms were expiring in 2021 to provide him a copy of their resume, along with a letter addressed to Governor Ivey indicating their interest in continuing to serve on the Board.

The Board discussed the vacant position created by Ms. Sanders' resignation and potential board members. Chairperson Brewer commented on her explanation to the Sunset Committee's that the location of employers in this field influenced the geographical area where potential board members would reside in the state, sometimes restricting geographical representation throughout the state. Chairperson Brewer indicated that she would contact the lead candidate about their interest in serving on the board to recommend to the Governor.

The Board discussed creating a Board Seal to use for official business and licensing certificates. The Board unanimously agreed to use the State Seal and the official name of the Board for this purpose.

The Board discussed the duration of the initial application period and first renewal period. Mr. Warren recommended that the upcoming renewal period (licenses expiring on October 1st) be for the full period of one year.

The Board discussed scheduling its next regular meeting and proposed the first week in the month of May. Chairperson Brewer stated that she would poll the Board members to identify the best date and time.

There was no further business of the Board and Ms. Gomes 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 12:40 p.m.

Respectfully Submitted,

Fallon Brewer
Board Chair

Keith E. Warren
Executive Director

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