

Alabama Board of Genetic Counseling

Meeting Minutes

November 13, 2019 – AMENDED

- Meeting held at 10:00 a.m. at Volker Hall, 1670 University Boulevard, Room #VH-1L-108H in Birmingham, Alabama.
- Members in attendance: A. Gomes, M. Sanders, N. Robin, L. Dure, S. Jenkins, F. Brewer, K. East, W. Huh.
- Others in attendance: N. Horsley, H. Childers, K. Warren, B. Garrett
- Quorum established.
- Minutes approved.
- Budget discussed.
 - Discussed that we need to decide what to set our budget. We can only spend as much as we revenue from the fees.
 - Keith Warren introduced. From Montgomery, manages 13 boards, will likely bid for our group .
 - We have already entered the 2020 fiscal year.
 - Need to have our budget amount approved.
 - Do not need to know what we will charge in board fees yet.
 - Budget amount is due November 1st, technically 13 days overdue.
 - Most boards do not exceed the amount requested.
 - K. Warren provided a list of typical expenditures, suggested that we request ~\$60-80,000 per year. Explained this means you can't exceed it, but gives cushion room.
 - Robin asked about other fees to determine ballpark: ex. STARS, finance costs, admin costs, fidelity and liability coverage, etc. costs associated with rules, travel costs, etc.
 - Dure asked which fees/costs are yearly. Warren explained that yes, most are yearly. Each year we will need to adjust/approve the budget at a budget meeting.
 - Dure asked if we have to pay for a website: the office of finance provides a website for a nominal cost for hosting and charges for changes. RFP process if it is outsourced.
 - Discussed TN charges \$160 for GC license. In most states, GC board is subset of a bigger board, but independent agency in Alabama so costs may be higher. B. Garret from AG office will help us get started.
 - K. Warren noted that he has 5 boards that work off ~\$30,000- not looking for a line item budge review right now, just looking for a ball park.
 - Motion to request supplemental budget for \$70,000 made by Dure, Robin seconded. Unanimously approved.
 - Motion to request the 20-21 budget at \$70,000 made by Dure, Gomes seconded. Unanimously approved.
- Draft rules discussed
 - Horsley explained that two approaches can be taken with rules: supplement statute or recreate statute.

- Board will need to create forms 1b.
- 1.e: will need to clarify what requirements will be.
- 1.g. needs to be more specific.
- Brewer questioned when one would submit for temp license, confirmed it would have to be submitted after graduation for new graduates. See part 1.d.
- Discussed that board could keep expiration at Oct1st to keep everyone on same cycle.
- Debated if proration would be possible.
- Discussed that prorates would be addressed in the rules.
- Anything created as a policy will need to be in a rule.
- Anything direct anyone to do would put as a rule.
- Majority of boards in AL do not prorate, agreed that we would not prorate.
- Section 1.2: note in statute, rules have leeway. Appendix can include late fees.
- Confirmed that a temp license can be held for 1 year.
- East mentioned that new grad could technically have a supervisor at a different location.
- Fees tabled for a later meeting.
- 1.05.d Should include national certification maintenance requirements.
- Chapter 2: Robin asked if this was standard writing. Section 6 covers “bad” GC practices.
- Robin asked if we could be sued individually. Liability coverage will be supplemented by AG for up to 1 million, covered in budget. NC dental: active market participant board, additional amount you pay for extra 5 mil.
- Continuing education section will be changed to 25 contact hours.
- Board Chair appointed subcommittee to review rules (Brewer, Gomes, Nelson).
- ITB then rules then fees will be addressed.
- Motion to approve ITB by Robin, 2nd by Gomes, approved unanimously.
- December 11th at 1:30pm next meeting.

Prepared by and respectfully submitted:

Alicia R. Gomes, Board Secretary