

Alabama Board of Genetic Counseling

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MINUTES Board Meeting September 18, 2020

The Alabama Board of Genetic Counseling met on Friday, September 18, 2020 via video-conferencing 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), Dr. Leon Dure (member), Ms. Katie Nelson (member), and Dr. Warner Huh (member), Member not present was Ms. Kelly East. 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).

Mr. Warren called Board roll and indicated a quorum was present to conduct business. Chairperson Brewer called the meeting to order at 10:03 a.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. Dure and unanimously approved by the Board.

Chairperson Brewer presented for the Board's approval the Board meeting minutes for the December 11, 2019 and January 9, 2020 meetings and the December 5, 2019 Rules Committee meeting. A copy of the minutes was distributed to the members prior to the meeting for their review. Dr. Dure made a motion to approve the meeting minutes as presented. The motion was seconded by Ms. Sanders and unanimously approved by the Board.

Chairperson Brewer presented for the Board's approval the amended Board meeting minutes for the October 9, 2019 and November 13, 2019 meetings. A copy of the minutes was distributed to the members prior to the meeting for their review. Dr. Dure made a motion to approve the amended minutes as presented. The motion was seconded by Dr. Robin and unanimously approved by the Board.

Dr. Huh joined the conference call at 11:18 a.m.

Chairperson Brewer commented on the recent meeting of the Board with the Sunset Committee. Mr. Warren reported that, although the Board was created in 2019, the meeting was a requirement in the Board's statute, and the audit resulted in three findings: (1) some minutes lacked date and

location of meetings, which would be amended and approved by the Board (2) Administrative Rules not established to carry out functions and (3) no licenses issued or funds generated.

Chairperson Brewer reported that the Rules Committee met and proposed rules were forwarded to Mr. Garrett, who was serving as the Board's legal counsel until an attorney was assigned. Mr. Warren reviewed the Legal Counsel comments concerning the proposed rules and the Board discussed:

- Interns were not a designation for licensure;
- Qualified supervisor as a responsibility - not a designation for licensure;
- Inactive license – discussed creating an inactive application form, establish a fee that equaled half of the licensing fee which would be \$150 every year (add to rules), not to exceed 5-year period of inactive status (add to rules). Discussion of CE requirement would be deferred to a future meeting.
- Disciplinary chapter will require additional review;
- Verification of Alabama license to another state – \$25 fee discussed (add to rules)

Dr. Huh made a motion to approve the modifications to the rules as discussed. The motion was seconded by Dr. Jenkins and unanimously approved by the Board.

The Board reviewed LGC applications from other states to include Georgia, Louisiana, Oklahoma and Utah, along with the proposed application for licensure with the Board. The Board discussed changes to the proposed licensure application:

- Add passport-size photo of applicant;
- Add inactive fee
- Add proper name of ACGC spelled out;
- Request demographics to include race;
- Remove fingerprint request (no statute requirement);
- Remove recommendation letter
- Modify to reflect current employer and add workplace as onsite or remote;
- Remove section on Collaborating Physician;
- Remove section on Recommendation Letters/Recommendation Form;
- Recommend no notary requirement vs. adding a statement of attestation/certification.

The Board discussed scheduling the next Board meeting in October 2020. Chairperson Brewer indicated that she would poll the members through Doodle Poll about meeting in the week of October 5, 2020.

Mr. Warren explained the process of the Legislative Service Agency in publishing proposed Board rules, final rules and fees associated with the service.

There was no further business of the Board and Chairperson Brewer adjourned the meeting at 11:16 p.m.

Respectfully Submitted,

Fallon Brewer
Board Chair

Keith E. Warren
Executive Director

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