

ALABAMA DEPARTMENT OF REHABILITATION SERVICES  
BOARD MEETING MINUTES  
JUNE 2, 2017

**Call to Order**

Mr. Jimmie Varnado, board chair, called the meeting to order at 10:09 a.m. in the training room of the ADRS Lakeshore office in Birmingham, Alabama.

**Prayer**

Mr. Jimmie Varnado opened the meeting with prayer.

**Verification of Quorum**

Board members present were Mr. Jimmie Varnado, Mr. Eddie C. Williams, Mr. Roger McCullough, Mr. Mitch Strickland, and Mrs. Andrea Collett. Dr. Stephen Kayes was absent. A quorum was declared.

**Verification of the Open Meeting Act Notice**

Mrs. Bull verified that the Alabama Board of Rehabilitation Services meeting for June 2, 2017, had been posted on the Secretary of State's website Dec. 22, 2016.

**Approval of Agenda**

Mr. Varnado asked for a motion to approve the agenda. The motion to approve the agenda was made by Mr. McCullough and seconded by Mr. Williams. The agenda was approved unanimously.

**Approval of Minutes for Meeting March 3, 2017**

Minutes from the March 3, 2017, meeting were mailed prior to the meeting. Mr. Varnado stated that if there are no corrections, the minutes would stand approved. The minutes were approved by unanimous consent.

**New Business:**

**Remarks from Lakeshore Foundation staff member – Beth Curry:**

Ms. Curry gave a short history of the collaboration between the ADRS Lakeshore office and the Lakeshore Foundation.

**ADRS Lakeshore office video – Paige Hebson:**

Mrs. Hebson presented a video about the services provided by the ADRS Lakeshore office.

Mrs. Hebson was asked to introduce her staff to the board. The board thanked the staff for providing a wonderful meeting facility.

Commissioner's Appraisal

Mrs. Collett stated that the Alabama Board of Rehabilitation Services had reviewed Commissioner Burdeshaw's performance over the last year and completed an appraisal to document her accomplishments. As a result, Mrs. Collett moved that the board approve a 3 percent salary increase, beginning July 1, 2017. Mr. Strickland seconded the motion. The 3 percent salary increase beginning July 1, 2017, was approved unanimously.

Updates to Division Reports:

Division directors gave updates to their written reports.

Commissioner's Comments:

Commissioner Burdeshaw thanked the board for the salary increase. She also thanked the Lakeshore staff for hosting the ADRS board meeting and for providing wonderful refreshments. She provided an update to her written report.

Announcements:

ADRS Board Meetings for 2017:

- Sept. 8, 2017 - 10:00 a.m. – State Office Large Conference Room
- Dec. 8, 2017 - 10:00 a.m. – State Office Large Conference Room

Board Business/Discussion:

Following the meeting, anyone interested was invited to tour both the ADRS Lakeshore office and the Lakeshore Foundation.

Mr. Varnado adjourned the meeting at 11:18 a.m.

Minutes were taken by LeAnne Bull.

Respectfully submitted:

  
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Jane E. Burdeshaw, Commissioner

Approved:

  
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Jimmie Varnado, Chair