

# Alabama Board of Rehabilitation Services

## Montgomery, Alabama

### AGENDA

Friday, September 14, 2018

Call to Order	Jimmie Varnado, Chair
Prayer	
Verification of Quorum	Karen Freeman
Verification of Open Meeting Act Notice	Jimmie Varnado
Approval of Agenda	Jimmie Varnado
Approval of Minutes for the June 15, 2018 meeting	Jimmie Varnado
<b><i>New Business:</i></b>	Jimmie Varnado
ADRS Operations Plan FY 2018 - 2019	Suzette Taylor
ADRS Personnel Staffing Plan 2018 - 2019	Tracy Francisco
Approval - ADRS Operations Plan FY 2018 - 2019	Jimmie Varnado
Approval - ADRS Personnel Staffing Plan 2018 - 2019	Jimmie Varnado
State of Alabama Independent Living (SAIL) Presentation	Lisa Alford
Board Member Questions about Division Reports	Jimmie Varnado
Commissioner's Comments	Jane Elizabeth Burdeshaw
<b><i>Announcements:</i></b>	
Alabama Board of Rehabilitation Services meetings for <b>2018:</b>	
• <b>Friday, December 7, 2018 – 10:00 a.m.</b> , Montgomery/State Office, Large Conference Room	
Alabama Board of Rehabilitation Services <b><i>proposed</i></b> meetings for <b>2019:</b>	
• <b>Friday, March 15, 2019 – 10:00 a.m.</b> , Montgomery/State Office, Large Conference Room	
• <b>Friday, June 14, 2019 – 10:00 a.m.</b> , Location: <b>TBD</b>	
• <b>Friday, September 13, 2019 – 10:00 a.m.</b> , Montgomery/State Office, Large Conference Room	
• <b>Friday, December 6, 2019 – 10:00 a.m.</b> , Montgomery/State Office, Large Conference Room	
Board Business/Discussion	Jimmie Varnado
Adjourn	Jimmie Varnado

Alabama Board of Rehabilitation Services  
Minutes  
Sept. 14, 2018

**Call to Order**

Mr. Jimmie Varnado, board chair, called the meeting to order at 10:05 a.m. in the large conference room at the Alabama Department of Rehabilitation Services State Office in Montgomery.

**Prayer**

Dr. Graham Sisson Jr., executive director of the Alabama Governor's Office on Disability (GOOD), opened the board meeting with prayer.

**Verification of Quorum**

*Board members present:* Mr. Jimmie Varnado, board chair; Eddie Williams, board vice-chair; Mrs. Penny Foster; Dr. Stephen Kayes; Mr. Mitch Strickland; and Mr. Charles Wilkinson. A quorum was declared.

*Board member present via conference call:* Mrs. Leah Patterson Lust

**Verification of the Open Meeting Act Notice**

Mrs. Karen Freeman verified that the Alabama Board of Rehabilitation Services meeting for Sept. 14, 2018, was successfully posted on the Alabama secretary of state's website on Feb. 12, 2018.

**Approval of Agenda**

Mr. Varnado asked for a motion to approve the agenda. The motion to approve the agenda was made by Dr. Kayes and seconded by Mr. Strickland. The agenda was approved unanimously.

**Approval of Minutes for June 15, 2018 Meeting**

The minutes from the June 15, 2018, meeting were mailed prior to the board meeting. Mr. Varnado stated that if there were no corrections, the minutes would stand approved. The minutes were approved by unanimous consent.

**New Business**

Alabama Department of Rehabilitation Services (ADRS), *Operations Plan for FY 2018 – 2019*, Executive Budget Office (EBO) Form No. 8.

Alabama Department of Rehabilitation Services (ADRS), *Personnel Staffing Plan for FY 2018 – 2019*, Executive Budget Office (EBO) Form No. 9.

Ms. Suzette Taylor reviewed the ADRS Operations Plan for FY 2018 – 2019, EBO Form No. 8.

Ms. Tracy Francisco reviewed the ADRS Personnel Staffing Plan for FY 2018 – 2019, EBO Form No. 9.

Mr. Varnado moved to approve and adopt the ADRS FY 2018 – 2019 Operations Plan (EBO Form No. 8) at the spending level of \$196,852,283 and the ADRS Personnel Staffing Plan (EBO Form No. 9) at the staffing level of 857.50 full-time equivalent positions, and to grant authority to the commissioner and chief financial officer to revise the Operations Plan within the stated spending and staffing levels. The motion was seconded by Mr. Strickland, and the motion carried. The ADRS Operations Plan FY 2018 – 2019, EBO Form No. 8 and the ADRS Personnel Staffing Plan FY 2018 – 2019, EBO Form No. 9 were approved and adopted unanimously.

Mrs. Lisa Alford presented an overview of the ***State of Alabama Independent Living (SAIL) program***. SAIL provides specialized in-home education and counseling, attendant care, training, and medical services to Alabamians with significant disabilities, ensuring they can live as independently as possible at home and in the community.

### **Board Member Questions about Division Reports**

The board members were provided an opportunity to ask questions related to each division director's written report.

### **Commissioner's Comments**

Commissioner Jane Elizabeth Burdeshaw provided an update to her written report.

Commissioner Burdeshaw reported the ***Rehabilitation Services Administration (RSA) State Monitoring and Program Improvement Division (SMPID)*** staff conducted their onsite monitoring review the week of July 23, 2018. All sessions were facilitated by a four-member team from RSA. The sessions focused on either programmatic functions, fiscal compliance, or data collection. The final report will take approximately nine months to produce. Commissioner Burdeshaw expressed her appreciation to the members of the Alabama Department of Rehabilitation Services, Vocational Rehabilitation Service, and Accounting leadership team for their hard work during the monitoring process. The board members commended the ADRS leadership for a job well done.

Commissioner Burdeshaw discussed the proposed changes to ***Alabama's Early Intervention System (AEIS)*** eligibility criteria that were open for public comment on Alabama Department of Rehabilitation Services' website until Oct. 5, 2018. There has been research and discussion of possible changes with stakeholders and families during this past year. The proposed change is that a child would be eligible with a 25 percent delay in two or more developmental domains or a delay of 33 percent in one developmental domain. The change would allow AEIS to serve children and families who need early intervention services most and would align closely with the criteria used by the Alabama Department of Education for children 3 to 21 years of age. The Alabama Early Intervention Interagency Coordinating Council will meet Dec. 5, 2018, to vote on this issue once public comments are considered.

## Announcements

The next quarterly board meeting will be **Friday, Dec. 7, 2018, at 10:00 a.m.** in the large conference room at the Alabama Department of Rehabilitation Services State Office in Montgomery.

Alabama Board of Rehabilitation Services **proposed** board meetings for **2019**:

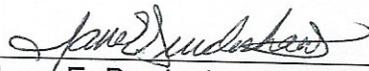
- **Friday, March 15, 2019 – 10:00 a.m.**, ADRS, Montgomery/State Office, Large Conference Room
- **Friday, June 14, 2019 – 10:00 a.m.**, **Location: TBD**
- **Friday, Sept. 13, 2019 – 10:00 a.m.**, ADRS, Montgomery/State Office, Large Conference Room
- **Friday, Dec. 6, 2019 – 10:00 a.m.**, ADRS, Montgomery/State Office, Large Conference Room

## Board Business/Discussion

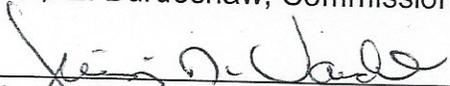
There being no further business, the meeting was adjourned at 11:59 a.m.

Minutes were taken by Karen Freeman.

Respectfully submitted:

  
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Jane E. Burdeshaw, Commissioner

Approved:

  
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Jimmie Varnado, Chair