

Alabama Board of Rehabilitation Services
Huntsville, Alabama
AGENDA
Friday, June 14, 2019

Welcome	Field Leadership Team
Call to Order	Eddie Williams, Chair
Prayer	
Verification of Quorum	Karen Freeman
Verification of Open Meeting Act Notice	Eddie Williams
Approval of Agenda	Eddie Williams
Approval of Minutes for the March 8, 2019 meeting	Eddie Williams
<i>New Business:</i>	Eddie Williams
Proposed Increase to the ADRS FY 2018-2019 Operations Plan	Eddie Williams
Repeal & Adopt New Rule Chapter for Children's Rehabilitation Service and Hemophilia	Eddie Williams Steve Simpson
Commissioner's Contract/Appraisal	Eddie Williams
Vocational Rehabilitation Service <ul style="list-style-type: none">• Blind/Deaf Services Presentation• Business Relations Presentation	Curtis Glisson Leslie Dawson
Update to Division Reports	Executive Leadership Team
Commissioner's Comments <ul style="list-style-type: none">• ADRS/Department Video One Department. One Mission.	Jane Elizabeth Burdeshaw
<i>Announcements:</i>	
Alabama Board of Rehabilitation Services meetings for 2019: <ul style="list-style-type: none">• Friday, September 13, 2019 – 10:00 a.m. ADRS/Montgomery/State Office• Friday, December 6, 2019 – 10:00 a.m. ADRS/Montgomery/State Office	
Board Business/Discussion	Eddie Williams
Adjourn <ul style="list-style-type: none">• Tour of the Building (Optional)	Eddie Williams

Alabama Board of Rehabilitation Services
Minutes
June 14, 2019

Call to Order

Mr. Eddie Williams, board chair, called the meeting to order at 10:01 a.m. in the community room at the Alabama Department of Rehabilitation Services (ADRS) office in Huntsville.

Prayer

Mrs. Betsy Prince, director of Alabama's Early Intervention System, opened the meeting with prayer.

Verification of Quorum

Board members present: Mr. Eddie Williams, board chair; Dr. Stephen Kayes; Mrs. Leah Patterson Lust; Mr. Mitch Strickland; Mr. Jimmie Varnado; and Mr. Charles Wilkinson. A quorum was declared.

Verification of the Open Meeting Act Notice

Mrs. Karen Freeman verified that the Alabama Board of Rehabilitation Services meeting for June 14, 2019, was successfully posted on the Alabama secretary of state's website on Jan. 22, 2019.

Approval of Agenda

Mr. Williams moved to approve the amended agenda with the removal of the ADRS department video, "One Department. One Mission." Mr. Strickland seconded the motion, and the motion carried. The department video will be viewed at the September 2019 board meeting.

Approval of Minutes for March 8, 2019 Meeting

The minutes from the March 8, 2019, meeting were mailed prior to the board meeting. Mr. Williams stated that if there were no corrections, the minutes would stand approved. The minutes were approved by unanimous consent.

New Business

Welcome to Huntsville

Mrs. Phyllis Barrett, unit supervisor for Vocational Rehabilitation Service, and Mrs. Tammy Myer, district supervisor for Children's Rehabilitation Service, welcomed the board members, commissioner, and the Executive Leadership Team to the ADRS Huntsville office.

Commissioner Burdeshaw, board members, and the Executive Leadership Team expressed their sincere appreciation to the Huntsville staff for opening the community room and welcoming them. The hospitality and refreshments were very much appreciated.

Proposed Increase to the ADRS FY 2018-2019 Operations Plan

Ms. Suzette Taylor, chief financial officer, reported that HB143 was introduced by Rep. Bill Poole on March 19, 2019, and included a supplemental appropriation in the amount of \$1,550,000 for ADRS. The bill is currently pending committee action in the House. She stated that we anticipate that the bill will be approved. In addition to the supplemental bill, we have also received \$61,691 of carry over funds from the Children's First Trust Fund and will need the board's approval to increase our Operations Plan for this year from \$196,852,283 to \$198,463,974.

- \$1,361,691 for Alabama's Early Intervention System
- \$250,000 for the Alabama Head & Spinal Cord Injury Program

Mr. Williams moved that the board increase the ADRS FY 2018-2019 Operations Plan from \$196,852,283 to \$198,463,974. Mr. Varnado seconded the motion. The motion was approved unanimously.

Repeal & Adopt New Rule Chapter for Children's Rehabilitation Service and Hemophilia

Mr. Steve Simpson, ADRS staff attorney, reported the department published notices in the periodical *Alabama Administrative Monthly* informing the public about proposed rule changes. The notices solicited public comment concerning the changes, and as of today, the department has not received any public comments concerning the changes. The proposed rule changes have also been posted on the department's public website, along with the notices that request public comment.

Mr. Williams moved to approve and adopt the repeal of the Administrative Code Rule chapters that govern the Children's Rehabilitation Service program and the Hemophilia program, and to approve and adopt the new chapters for these two programs as published in the *Alabama Administrative Monthly* on April 30, 2019, and placed on the department's public website. Dr. Kayes seconded the motion. The motion carried unanimously.

Commissioner's Performance Appraisal & Contract

Mr. Williams reported that the board considered and appraised Commissioner Burdeshaw's performance in the last year.

Mr. Williams moved that the Board offer a contract to Jane Elizabeth Burdeshaw to serve as the department's commissioner for the term of four years commencing on July 1, 2019, and with an initial salary that represents a 3% increase over the present salary she receives pursuant to her contract that will expire June 30, 2019. Further, Mr. Williams moved that the contract offered to Jane Elizabeth Burdeshaw contain a provision providing for a cost-of-living increase of 2% effective Sept. 1, 2019. Mr. Varnado seconded the motion. The motion carried unanimously.

The board members expressed their individual approval of Commissioner Burdeshaw's new contract and noted the commissioner is very deserving. Commissioner Burdeshaw expressed her appreciation to the board for their support and the new contract.

Vocational Rehabilitation Service (VRS) – Blind and Deaf Services Program Presentation

VRS-Blind and Deaf Services Assistant Commissioner Curtis Glisson presented an in-depth overview of Blind and Deaf Services.

All VRS services (general, blind, and deaf) was authorized by Title I of the Rehabilitation Act of 1973. Approximately 80% federal and 20% state (\$1 from state equals \$4 from federal government.) The Business Enterprise Program (BEP) was established through the Randolph-Sheppard Act of 1936. BEP funding is also supplemented by a percentage of vendor sales. The Older Alabamians System of Information and Services (OASIS) was established through the Rehabilitation Act as amended in 1978 with separate funding allocated.

Vocational Rehabilitation Service (VRS) – Business Relations Program Presentation

Business Relations Program Administrator Leslie Dawson presented an in-depth overview of the Business Relations Program. ADRS recognizes that business is an important customer and is committed to helping Alabama businesses find solutions to disability-related issues. ADRS's Business Relations Program, known as READI-Net (Resources for Employment And Disability Information Network), has been meeting the needs of many businesses. Specially trained business relations consultants provide access to a wide array of products, services, resources, and solutions to disability-related issues in the workplace.

Update to Division Reports

The Executive Leadership Team members introduced themselves and were provided an opportunity to give updates to their written reports.

Mr. Varnado recently attended the Project Search graduation held in Montgomery. He expressed his appreciation to Karen Jenkins for her hard work at the graduation. Project Search provides real work experience for high school students with disabilities in various sites throughout the state.

Commissioner's Comments

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

Cathy Caldwell

Commissioner Burdeshaw introduced and welcomed new CRS Director/Assistant Commissioner Cathy Caldwell. Cathy previously worked for the Alabama Department of Public Health, Bureau of Children's Health Insurance Program (CHIP), known as ALL Kids. She currently serves on numerous other state agency workgroups and committees, including the Maternal and Child Health Workforce Development Advisory Committee. Commissioner Burdeshaw stated Cathy will be an asset to the ADRS Executive Leadership Team.

Alabama's Early Intervention System and Alabama Head & Spinal Cord Injury Program

Mr. Varnado and board members expressed their sincere appreciation to the commissioner for the superb job she has done working with the finance director, state legislators, disability advocates, and the public to secure the supplemental appropriation for Alabama's Early Intervention System and the Alabama Head and Spinal Cord Injury Program. The commissioner expressed her appreciation to Jane Davis, director of governmental relations; Betsy Prince, director of Alabama's early intervention system; and Suzette Taylor, chief financial officer of finance and purchasing, for their hard work on this project.

Alabama Board of Rehabilitation Services Member for Congressional District I, Mobile

The commissioner and board members expressed their appreciation to Dr. Stephen G. Kayes for his dedication to the board in serving as a representative of individuals with disabilities. Dr. Kayes has served faithfully for two consecutive terms on the board beginning Oct. 1, 2005, with his term expiring Sept. 30, 2019.

Gov. Kay Ivey appointed and the Senate has approved Michelle Glaze, associate director of outreach with the Foundation Fighting Blindness. In addition to her own personal experience with vision loss, Michelle is familiar with deafness and hearing loss, having earned a bachelor's and a master's degree in communicative sciences and disorders. Michelle will serve on the board as representative for Congressional District I and be a representative for individuals with disabilities.

Hands and Voices, Guide by Your Side, and Pathways for Families

The commissioner provided a *Pathways for Families of Children who are Deaf or Hard of Hearing Resource Manual* and brochure for review. ADRS and early intervention leadership have been working with families of children with hearing loss. This model was made possible by a partnership between Hands and Voices, the Department of Public Health, and ADRS.

Announcements

The next quarterly board meeting will be *Friday, Sept. 13, 2019, at 10:00 a.m.* in the large conference room at the Alabama Department of Rehabilitation Services office in Montgomery.

Alabama Board of Rehabilitation Services board meetings for 2019:

- 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

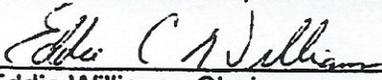
There being no further business, the meeting was adjourned at 11:37 a.m.

Minutes were taken by Karen Freeman.

Respectfully submitted:


Jane E. Burdeshaw, Commissioner

Approved:


Eddie Williams, Chair