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

New Business:
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

Announcements:

Alabama Board of Rehabilitation Services meetings for 2018:

- **Friday, December 7, 2018 – 10:00 a.m.**, Montgomery/State Office, Large Conference Room

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

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

Board Business/Discussion                           Jimmie Varnado
Adjourn                                             Jimmie Varnado
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), Personnel Staffing Plan for FY 2018 – 2019, Executive Budget Office (EBO) Form No. 9.

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**:

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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:  
Jane E. Burdeshaw, Commissioner

Approved:  
Jimmie Varnado, Chair