



ALABAMA SICKLE CELL OVERSIGHT AND REGULATORY COMMISSION

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MINUTES August 19, 2021

Presiding: Dr. Felicia Wilson
Called to Order: 12:31 P.M.
Adjourned: 1:44 P.M.

Members Participating

Dr. Felicia Wilson, President
Ms. Katherine Long, Vice President
Ms. Eleanor Barnes, Secretary
Dr. Johnson Haynes, Jr.
Mr. James Belton
Ms. Janet Martin
Mr. Larry Moorer
Dr. Jacqueline Williams
Dr. Julie Kanter
Ms. Linda Garrett

Members Absent

Dr. Thomas Howard

Others Present

Mr. Keith Warren, Executive Director
Ms. Sara Rogan Assistant Attorney General and Commission's Legal Counsel
Ms. Yvonne Saxon, Assistant Attorney General and Commission's Legal Counsel
Ms. Renee' Reames, recording secretary
Members of the Community-based Organizations

I. Call to Order and Roll Call

The meeting was called to order at 12:31 p.m. by Dr. Felicia Wilson, Commission President. The meeting was held at the Commission's office located at 2777 Zelda Road in Montgomery, Alabama, and the following Commissioners attended in-person: Drs. Wilson, Haynes, Kanter and Mr. Belton. Other Commissioner attended virtually: Dr. Williams, Ms. Long (joined at 10:30 p.m.), Ms. Barnes, MGarrett, Martin and Mr. Moorer. Under the COVID State of Emergency, this meeting was held virtually.

Roll call of the Commissioners in attendance was taken by Mr. Warren and he reported that a quorum of the currently appointed Commissioners was present on the call to conduct business.

II. Approval of Agenda

President Wilson presented the agenda for the August 19, 2021 meeting for the Commissioners' approval.

MOTION 2021-10: Dr. Kanter made a motion to accept the meeting agenda as presented. The motion was seconded by Ms. Barnes and, following a roll call vote, the motion was unanimously approved by the Commissioners. Mr. Warren reported that a roll call vote had been established for future motions by the Commission.

III. Review and Approval of Meeting Minutes

President Wilson presented the minutes from the February 22, 2021 meeting for the Commissioners' approval. A copy of the minutes was provided to the Commissioners for their review prior to the meeting. She inquired about the availability of SCDA written educational materials specific to the Standardize Core Educational program being considered by the Commission. Mr. Arrington reported that no specific written information was available, and President Wilson asked the minutes be corrected to reflect that Mr. Arrington would provide these copies if available through SCDA.

Ms. Long joined the meeting at 12:30 p.m.

MOTION 2021-11: Ms. Barnes made the motion to approve the February minutes as corrected. The motion was seconded by Dr. Haynes and, following a roll call vote, the motion was unanimously approved by the Commissioners. Mr. Warren reported that a roll call vote had been established for future motions by the Commission.

IV. Old Business

A. Committee Report - CBO Standardize Core Educational Program: President Wilson reminded the Commissioners that the following members served on the Committee: Dr. Haynes, Dr. Howard, Mr. Arrington and Dr. Wilson. Dr. Haynes recommended that the matter be tabled due to having no report at this time and President Wilson tabled discussions to a later meeting.

B. Update on Acknowledgement of Service - Ms. Sharon Lewis: Mr. Warren presented a copy of the Certificate of Commendation by Governor Ivey recognizing the dedicated services provided by Ms. Sharon Lewis. It was the consensus of the Commission that the Chapter be contacted about hosting a presentation to Ms. Lewis' family and Ms. Lewis' family be contacted about receiving the Commendation at the Central Alabama Chapter. The Commissioners asked to be notified about attending the presentation also.

Dr. Wilson reported that Ms. Lynne Eskridge had passed away earlier this year and she reminded the Commissioners about the Benevolence Fund discussed in an earlier meeting and voluntary participation in the Fund.

C. Report on Annual Regional Conference: Dr. Haynes reported on the USA Regional Conference was held virtually in May. Dr. Wilson served as moderator of the conference and he reported on the guest speakers at the event, that was entitled "Sickle Cell Disease, Practical Issues XVIII: What is your Genes? The Promise of a Cure."

Dr. Haynes reported that the Certificate of Appreciation to former Representative Buskey did not get presented during the Conference and arrangements still need to be coordinated.

V. New Business

A. Proposed Rule - Complaint Process: Mr. Warren presented a proposed rule on the Complaint Process that was developed by Ms. Ragan, the Commission's Legal Counsel. Ms. Ragan and Ms. Saxon commented on the process for addressing complaints about individual and services. The Commissioners requested that the matter of jurisdiction over the distribution of funds associated with the delivery of services be reviewed. Mr. Warren stated that he would work further with Legal Counsel on modifications to the Complaint Rule in

determining this area of jurisdiction, along with creating a complaint form, and present to the Commission for approval. The Commission discussed various options for public notice, in the absence of the Commission not having an official website, e.g., posting Commission rule changes on the individual Chapters' website, placing flyers and other handouts at Centers and Chapters, etc.

B. Adoption of FY 2022 Budget Allocation: Mr. Warren reported that he had requested, in writing, an increase in funding, and letters to Senator Orr and Representative Poole had been distributed to the Commissioners prior to this meeting. He presented a chart listing the allocation of funds based on an overall allocation of \$1,646,613.00 for FY 2022. The Commission discussed the percentage of allocation referenced in the annual budget for Centers and CBOs (proportionately to the distribution made in FY 2003) and Mr. Warren indicated that he would inquire about the steps necessary to restructure the allocation, should the Commission wish to do so in future annual budgets.

Mr. Warren reported that the budget allocation of \$25,973.00 for administrative expenses was insufficient to cover reimbursement of the Commissioners' travel, after paying other administrative expenses from these funds. The Commission discussed the cost being incurred by the represented Chapter and/or Center. Dr. Haynes asked for further guidance in securing travel reimbursement. Mr. Warren stated that he was working in securing an increase in allocation for administrative expenses that would cover travel expenses.

President Wilson commented on the positive meeting, held earlier on this date, with the Sunset Committee to discuss the recent audit. She indicated that there were no new audit findings. She reported that the Commission expressed, to this legislative committee, the need for additional funding and budget constraints of the Commission and she was encouraged that this matter may be considered in the 2022 legislative Session when addressing the State's annual budget. Mr. Warren reported that he would send a funding request letter to Senator Coleman-Madison who had offered, during the Sunset Committee meeting, to assist the Commission in seeking additional funding for services and administrative-funding constraints.

MOTION 2021-12: Mr. Belton made the motion to approve the FY 2022 budget and allocation structure. The motion was seconded by Dr. Haynes. President Wilson asked for any objections to using the previously established roll call vote and there were no objections to the motion as established by the previous roll. President Wilson indicated that the motion was unanimously approved.

C. Review of Performance Goals: Mr. Warren presented a report of the services provided in meeting the Commission's performance goals for second quarter of FY 2021.

President Wilson appointed a subcommittee to make recommendations on what performance goals the Commission should pursue, how the goals should be reported, annual totals and related content. The subcommittee members appointed to serve along with the Commission President were Dr. Kanter, Dr. Williams, Mr. Arrington and Mr. Belton. A meeting of the subcommittee would be coordinated by Administration.

VI. Other Business and Announcements

A. Update on COVID 19 State of Emergency and Commission Meetings: Mr. Warren reported that the COVID 19 State of Emergency was reinstated, which allowed for virtual meetings attended by all Commissioners. Mr. Warren reported that some Boards and Commissions were advocating for changes in the Open Meetings Act that would loosen the meeting restrictions allowing all members to attend virtually.

B. Renewal of Administrative Services Contract: Mr. Warren reported that the annual renewal of the Administrative Services Contract was due and requested approval of an emergency contract to renew the contract for one year with no changes in fees that were currently at \$2000 monthly.

MOTION 2021-13: Dr. Haynes made the motion to approve the emergency contract for administrative services with Warren & Company for one year, with no changes. The motion was seconded by Dr. Kanter. President Wilson asked for any objections to using the previously established roll call vote and there were no objections to the motion as established by the previous roll. President Wilson indicated that the motion was unanimously approved.

C. Next Commission Meeting: President Wilson announced that the next regular meeting of the Commission was scheduled November 5, 2021 and the Commission was required to have 4 meetings annually. The Commissioners discussed meeting on a fiscal year basis versus a calendar year. The Commission agreed that Administration would poll the members about meeting in the last week of September after 1:30 p.m.

Update on Commissioners' Terms: Mr. Warren reported that Mr. Belton's reappointment to the Commission was pending Senate confirmation, which would occur during the Legislative Regular Session.

Update on Tag Sales: Mr. Arrington reported that the CBO Directors had meet and the matter of the automobile Sickle Cell Awareness tag sales had been resolved. Ms. McFarland, Central Alabama Chapter Director, had included the CBOs in the distribution of revenue from the tag sales.

President Wilson asked that the CBO Report be placed on the agenda for future meetings to allow a member of the CBOs to provide updates to the Commission.

An updated roster of the Commissioners, to include Administration contacts and Legal Counsel would be distributed to the members, along with a contact list of the Chapters.

VII. Adjournment

There was no further business and President Wilson called for a motion to adjourn.

MOTION 2021-14: Dr. Haynes made the motion to adjourn the meeting. The motion was seconded by Ms. Barnes. President Wilson asked for any objections to using the previously established roll call vote and there were no objections to the motion as established by the previous roll. President Wilson indicated that the motion was unanimously approved and adjourned the meeting at 1:44 p.m.

Respectfully Submitted,

Felicia L. Wilson, M.D.
Commission President

Keith E. Warren
Executive Director

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