

**Meeting Minutes
December 6, 2019**

The Alabama State Board of Respiratory Therapy met on Friday, December 6, 2019, in Montgomery, Alabama for the purpose of conducting Board Business. The following Board members were present: Vernon Johnson, Chair; William Scott Roberts, Jr., Vice-Chair; Ronda Hood, Member; and Ed Goodwin, Member. Not present was Dr. William Saliski, Member. Also present were Paula McCaleb, Executive Director; Frank Mitchell, Investigator; Neva Conway, Assistant Attorney General; and Bill Garrett, Assistant Attorney General.

The meeting was called to order at 10:04 a.m., with a quorum established in the following Members: Vernon Johnson, William S. Roberts, Jr., Ronda Hood, and Ed Goodwin.

The meeting was advertised on the Board's web site as well as the Secretary of State's web site in accordance with the Alabama Open Meetings Act.

Ms. Hood moved that the Board approve the Minutes from September 6, 2019, as written. Mr. Goodwin seconded. Motion carried with all in favor (Ms. Hood, Mr. Roberts, and Mr. Goodwin).

Mr. Roberts moved that the Board accept the Bid Specifications for the Administrative Services Contract and to send them to the Department of Purchasing for the purpose of receiving bids. Ms. Hood seconded. Motion carried with all in favor (Ms. Hood, Mr. Roberts, and Mr. Goodwin).

Mr. Goodwin moved that the Board accept the 2020 Board meeting dates as follows: March 20th, June 19th, September 18th, and December 11th. Ms. Hood seconded. Motion carried with all in favor (Ms. Hood, Mr. Roberts, and Mr. Goodwin).

The time being 11:04 a.m. and there being no further business, Ms. Hood made a motion to adjourn. Mr. Roberts seconded. Motion carried with all in favor (Ms. Hood, Mr. Roberts, and Mr. Goodwin). The Chair adjourned the meeting and announced that the next regularly scheduled Board meeting was scheduled for March 20, 2020 at the Board office in Montgomery.

Respectfully Submitted,

Vernon Johnson, Chair

William S. Roberts, Jr., Vice Chair

Paula McCaleb, Executive Director/Recorder