



ALABAMA STATE BOARD OF RESPIRATORY THERAPY

400 S. Union Street, Suite 245
Montgomery, AL 36104
(334) 265-7125



MINUTES

October 24, 2025

Present:

Ronda Hood Mask

Ed Goodwin

Dr. Erin Ozgun

Glenn Phippen (via Teams Mtg)

Ashley Pool (via Teams Mtg, 10:31 a.m.)

Elizabeth Sheehan

Paula Little

Mike James

Margaret Anne Davis (via Teams Mtg)

Matt Bledsoe

Board Chair

Board Vice Chair

Board Member

Board Member

Board Member

Executive Director

Assistant Director

Board Investigator

Exec Sec/Legal Coordinator

Attorney General's Office

Absent:

Kristen Johnston

Board Member

The Alabama State Board of Respiratory Therapy held a meeting on October 24, 2025, in the 4th floor conference room of the Bailey Building located at 400 South Union Street, Montgomery, Alabama. The meeting was posted on the Secretary of State's website, as well as the Board's website, in compliance with the Open Meetings Act.

I. CALL TO ORDER/WELCOME

Board Chair Ronda Hood Mask welcomed everyone and called the meeting to order at 10:26 a.m. after a roll call and establishing a quorum was present.

II. ADOPTION OF AGENDA

After review, Ed Goodwin made a motion to adopt the agenda as presented with the ability to make changes if necessary. Dr. Ozgun seconded the motion. In a roll call vote, the Board voted unanimously to adopt the agenda with no opposition.

III. APPROVAL OF PREVIOUS MINUTES

After review, Ed Goodwin made a motion to adopt the Minutes of the July 25, 2025, meeting as presented. Glenn Phippen seconded the motion. In a roll call vote, the Board voted unanimously to adopt the Minutes of the July 25, 2025, meeting as presented with no opposition.

IV. NEW BUSINESS

- a. Financial Report. Ms. Sheehan presented the financial report to the Board. After discussion, Ed Goodwin made a motion to accept the financial report as presented. Dr. Ozgun seconded the motion. In a roll call vote, the Board voted unanimously to accept the financial report as presented with no opposition
Ashley Pool motioned to authorize travel to the National Congress Conference December 6-9, 2025, in Phoenix, Arizona. Ed Goodwin seconded the motion. In a roll call vote, the Board voted unanimously to approve the travel expense with no opposition.
- b. FY27 Budget. Ms. Sheehan presented the FY27 budget to the Board. There were no changes from FY26, and Ms. Sheehan will submit the budget after Board approval. Ed Goodwin motioned to approve the FY27 budget as presented. Glenn Phippen seconded the motion. In a roll call vote, the Board voted unanimously to accept the budget as presented with no opposition.
- c. Renewal update. Elizabeth Sheehan updated the board on renewals. Ed Goodwin motioned that licensees who have deficiencies in their audits will be given 1 week to correct all deficiencies within the 2-year cycle dates or be subject to a \$250.00 fine and possibly disciplinary actions. Dr. Ozgun seconded the motion. In a roll call vote, the Board voted unanimously to accept the motion with no opposition.
- d. Equipment Purchase. Elizabeth Sheehan will bring quotes to the next meeting on equipment for technical needs.

V. OLD BUSINESS

- a. Statute Revision. A committee comprised of Ronda Hood Mask, Ashley Pool, and Ed Goodwin was formed to work with the hospital association to write language for the Apprenticeship Program for the statute revision. Ed Goodwin moved to give the committee the authority to help draft language to establish an Apprenticeship Program in the statute revision. Glenn Phippen seconded the motion. In a roll call vote, the Board voted unanimously to accept the motion with no opposition.
Ed Goodwin motioned to approve the draft statute revision with the following amendments: (1) fingerprint rewrite to include licensees and applicants; (2) apprenticeship program language; and (3) LRT or L.R.T. Ashley Pool seconded the motion. In a roll call vote, the Board voted unanimously to accept the motion with no opposition.
- b. Apprenticeship Program. See above.

VI. COMPLAINTS/WELLNESS


- a. 2023-008. The recommendation of the Investigative Committee is to approve the licensee's application for reinstatement and add the licensee to the Wellness Program to include two (2) years of drug testing. Ashley Pool motioned to accept the recommendation of the Investigative Committee. Dr. Ozgun seconded the motion. In a roll call vote, the motion unanimously

- passed with Ed Goodwin abstaining.
- b. 2024-001. The recommendation of the Investigative Committee is to remove the licensee's renewal hold and to continue a Wellness Program for an additional two (2) years. Glenn Phippen motioned to accept the recommendation of the Investigative Committee. Ashley Pool seconded the motion. In a roll call vote, the motion unanimously passed with Ed Goodwin abstaining.
 - c. 2024-008. This case was already voted on in a prior meeting.
 - d. 2025-002. Mike James informed the Board that the licensee voluntarily surrendered the license. The recommendation of the Investigative Committee is to close the case due to voluntary surrender and keep the file flagged. Glenn Phippen motioned to accept the recommendation of the Investigative Committee. Dr. Ozgun seconded the motion. In a roll call vote, the motion unanimously passed with Ed Goodwin abstaining.
 - e. 2025-003. The recommendation of the Investigative Committee is an Emergency Suspension of the license. Elizabeth Sheehan is to schedule a revocation hearing if the licensee does not voluntarily surrender the license. Dr Ozgun motioned to accept the recommendation of the Investigative Committee. Ashley Pool seconded the motion. In a roll call vote, the motion unanimously passed with Ed Goodwin abstaining.
 - f. 2025-004. The recommendation of the Investigative Committee is a Letter of Reprimand and six (6) months' probation. Glenn Phippen motioned to accept the recommendation of the Investigative Committee. Ashley Pool seconded the motion. In a roll call vote, the motion unanimously passed with Ed Goodwin abstaining.

VII. OTHER BUSINESS

- a. New Licensee List. Elizabeth Sheehan presented the Board with a listing of the new licensees. After review of the list, Ed Goodwin moved to approve and accept the new licensees as presented. Glenn Phippen seconded the motion. In a roll call vote, the Board voted unanimously to accept the motion with no opposition.
- b. Dates and times of 2025 meetings.
 - i. 12/12/2025 at 10:00 a.m.

VIII. With no further business, Ed Goodwin motioned to adjourn the meeting. Glenn Phippen seconded the motion. In a roll call vote, the Board voted unanimously to accept the motion with no opposition. Board Chair Ronda Hood Mask adjourned the meeting at 12:01 p.m.



Ronda Hood Mask, Board Chair



Elizabeth Sheehan, Executive Director