

## MINUTES

### Board Meeting

August 31, 2006

The Alabama State Board of Respiratory Therapy met on August 31, 2006 in Montgomery Alabama for the purpose of conducting Board Business. Those present were as follows: Ronda Hood, Chair; Fred Hill, Vice-Chair; and David Howard, Member. Linda Jordan, Member: and Dr. William Goetter, Member were not present. Also present were Paula Scout McCaleb, Executive Director (also serving as the recording secretary) and Cheairs Porter, Assistant Attorney General.

The meeting was called to order at approximately 10:07 a.m. with a quorum present.

Public notice was given for this meeting on the Secretary of State's Web Site in accordance with the Open Meetings Act and advertised on the Board's Web Site.

A motion was made by Fred Hill to approve the Minutes as submitted. The motion was seconded by David Howard. The motion passed unanimously.

A motion was made David Howard and seconded by Fred Hill to take the items on the Agenda out of order. The motion was passed unanimously.

The Executive Director then presented a quarterly report.

The Board began discussions regarding general guidelines from transitioning from Student status to temporary and regular license status. Discussions reflected that student status will expire upon receipt of documentation from the Respiratory Therapy Education Program indicating that they have met the requirements for graduation. Students may apply after they pass the examination for regular licensure.

A motion was made by Fred Hill to select Donald Hiltz as the professional service for investigative services. The motion was seconded by David Howard and unanimously approved by the Board.

Fred Hill made a motion to put out another bid for investigative services with the same specifications in order to contract with more than one investigative service. David Howard seconded the motion and the motion passed unanimously.

David Howard wanted to reflect his unannounced visit to the Board Office on August 23rd where the requirements under the administrative services contract by having a clean desk policy were being adhered to by the contractor. In addition, David Howard asked that the Minutes reflect that Ronda Hood, Chair approves all invoices for the Board before submitting payment to the State Comptroller.

David Howard made a motion to reject the Continuing Education Provider Application for Abbott Point of Care South Central in Navarre Florida. Fred Hill seconded the motion and was unanimously approved by the Board.

David Howard made a motion to allow licensee public information of mailing labels at cost to be sent as requested and authorizing the Executive Director to process future requests similarly in the future. Fred Hill seconded the motion. The motion passed unanimously.

At 11:37 a.m. Fred Hill made a motion to enter into Executive Session to consider the general reputation and character, physical condition, professional competence, and mental health of Applications SR79 thru SR 91, in accordance with Section VII(1) of the Open Meetings Act. The motion was seconded by David Howard. The Chair called for a vote from the Board. Voting Aye: Fred Hill, David Howard, and Ronda Hood. Voting Nay; 0. The motion passed. The Chair announced that the Board would reconvene in open session in approximately 30 minutes.

At 12:44 p.m. the Board reconvened in open session. Fred Hill made a motion to reconvene in open session. David Howard seconded the motion. The Chair called for a vote from the Board: Voting Ayes: Fred Hill, David Howard, and Ronda Hood; Voting Nay: 0; the motion passed unanimously.

The Chair announced that the Board would take a 30 Minute lunch break.

At 1:09 p.m. the Board reconvened after the Lunch Break.

The Board then began review of applications.

A motion was made by Fred Hill that SR 79 Alton Tucker be approved pending a clear criminal background check. The motion was seconded by David Howard and the motion was passed unanimously carried by the Board.

Fred Hill made a motion to approve SR 80 Jon Coy pending a clear criminal background and request information pending receipt of a certificate of final judgment reflecting that the court has released him. The motion was seconded by David Howard and was unanimously approved by the Board.

Ronda Hood made a motion regarding SR 81 Juan Reyes to table his file and request the outcome of the case and request a letter of verification from Georgia. Fred Hill seconded the motion. The motion was unanimously carried by the Board.

Fred Hill made a motion that SR 83 Calvin Flannagan be approved pending a clear criminal background check. The motion was seconded by David Howard. Voting Aye: Fred Hill and David Howard: Abstaining: Ronda Hood. The motion passed.

Fred Hill made a motion to enter into Executive Session to consider the general reputation and character, physical condition, professional competence, and mental health of Application SR84 in accordance with Section VII(1) of the Open Meetings Act. The motion was seconded by David Howard. The Chair called for a vote: Voting Aye: Fred Hill, David Howard, Ronda Hood. Voting Nay: 0. The time being 1:56 p.m., the Board Chair indicated that the Board would reconvene in approximately five minutes.

The Board reconvened in Open Session at approximately 1:57 p.m.

Ronda Hood made a motion to table SR 84 Michael Coursen and request additional information including a current evaluation from his Probation Officer. The motion was seconded by David Howard. Ronda Hood made a motion to withdraw her motion. The motion was seconded by David Howard and unanimously carried by the board.

Fred Hill made a motion to deny SR 84 Michael Coursen based on not currently being employed in Respiratory Therapy. The motion was seconded by David Howard. Fred Hill made a motion to strike the motion. The motion was seconded by David Howard. The motion to strike the motion passed.

Fred Hill made a motion to deny SR 84 Michael Coursen based on information that would affect the applicant's ability to provide competent RT. David Howard seconded the motion. The motion passed unanimously.

Ronda Hood made a motion to approve SR 85, Juan Taylor pending a clear criminal background check and approved CEU's completing his application. The motion was seconded by David Howard and unanimously carried by the board.

Ronda Hood a motion to approve SR 82 Robert Tucker and SR 86 Faye Abrams pending a clear criminal background check, clearance of checks, and completion of CEU Requirements. Fred Hill seconded the motion. The Chair called for a vote from the Board. David Howard abstained. Voting Aye: Ronda Hood; and Fred Hill. The motion passed.

David Howard made a motion that SR 87 Thomas Runyan be approved pending receipt of continuing education, criminal background check, and clearance of checks. Fred Hill seconded the motion and the motion passed unanimously.

Regarding SR 88 David Smith, David Howard made a motion to approve pending clear criminal background check and criminal history. Ronda Hood seconded the motion and the motion passed unanimously.

Regarding SR 89 Kayla Johnson - Ronda Hood made a motion to deny application due to an incomplete application, failure to respond to correspondence, and writing bad checks. Fred Hill seconded the motion. The motion passed unanimously.

Fred Hill made a motion to recover the application fee and any charges for bad checks from Kayla Johnson. The motion was seconded by David Howard and unanimously carried by the board.

Fred Hill moved to approve SR 90 Stephanie Huehls. Ronda Hood seconded the motion and the motion passed unanimously.

Ronda Hood made a motion that SR 91, Robert Plunkett's request for reconsideration be denied. The motion was seconded by David Howard and unanimously carried by the board.

A motion was made by Fred Hill to address a letter to Donna Pope reminding her of the requirements to notify the board seven days in advance of Continuing Education Course Offerings and course roster to

the board within 30 days and that the course be open to other Respiratory Therapists on a space available measure and failure to do so could revoke their approval status as a Continuing Education Provider. The motion was seconded by David Howard and unanimously approved by the board.

A motion was made by David Howard to approve Zyndel Flemming's request for an extension in obtaining CEU's and Grant a license based on CEU's being completed within 30 days with the understanding that failure to do so would mean his license would be immediately revoked October 1st and he would be asked to surrender it. Ronda Hood seconded the motion and the motion passed unanimously.

Ronda Hood made a motion to approve board member travel for the days meeting and if any other meetings necessary meetings to review files. The motion was seconded by Fred Hill and unanimously approved by the board.

Fred Hill made a motion to approve Travel Expenses for David Howard for the Board Member Training Class. The motion was seconded by Ronda Hood and unanimously carried by the board.

A motion was made by Fred Hill to approve files as reviewed. The motion was seconded by David Howard. The motion passed unanimously.

The time being 5:24 and there being no further board business. Fred Hill made a motion to adjourn. The motion was seconded by David Howard. The motion passed unanimously.

The Chair announced that the next regularly scheduled Board Meeting would be on December 7, 2006.

Respectfully Submitted,

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Ronda Hood, Chair

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Paula McCaleb, Executive Director  
Serving as Recording Secretary

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Fred Hill, Vice Chair