



**STATE OF ALABAMA  
BOARD OF RESPIRATORY THERAPY**  
400 S. Union Street, Suite 270  
Montgomery, AL 36104  
(334) 265-7125

**MINUTES**

March 31, 2023

**Present:**

Ronda Hood	Board Chair
Ed Goodwin	Board Vice Chair
Vernon Johnson	Board Member
Glenn Pippen	Board Member
Erin Ozgun	Board Member
Elizabeth Sheehan	Executive Director
Paula Little	Assistant Director
Matt Bledsoe	Attorney

The Alabama State Board of Respiratory Therapy held a meeting on March 31, 2023, in the 4<sup>th</sup> floor conference room located at 400 S. 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**

Board Chair, Ronda Hood, called the meeting to order at 10:07 a.m. after establishing a quorum was present.

**II. ADOPTION OF AGENDA**

After review, Ed Goodwin made a motion to adopt the agenda with amendments. Glenn Pippen seconded the motion. The Board unanimously voted to adopt the agenda with amendments.

**III. APPROVAL OF PREVIOUS MINUTES**

After review, Ed Goodwin made a motion to adopt the Minutes of the December 2, 2022, meeting as amended. Glenn Pippen seconded the motion. The Board unanimously voted to adopt the amended Minutes of the December 2, 2022, meeting.

#### IV. NEW BUSINESS

##### a. Elections.

a. Ed Goodwin nominated Ronda Hood as Chair. Vernon Johnson seconded the nomination. Vernon Johnson motioned to close nominations. Glenn Phippen seconded the motion to close nominations. The motion to close nominations unanimously passed with no opposition. Glenn Phippen motioned to accept Ronda Hood as Chair. Ed Goodwin seconded the motion. The motion to accept Ronda Hood as Chair unanimously passed with no opposition.

b. Ed Goodwin nominated Glenn Phippen as Vice Chair. Vernon Johnson seconded the nomination. Ed Goodwin motioned to close nominations. Vernon Johnson seconded the motion to close nominations. The motion to close nominations unanimously passed with no opposition. Ed Goodwin motioned to accept Glenn Phippen as Vice Chair. Vernon Johnson seconded the motion. The motion to accept Glenn Phippen as Vice Chair unanimously passed with no opposition.

b. Financial Statement. Ms. Sheehan presented the financial statement to the Board. After discussion, Glenn Phippen made a motion to accept the financial statement as presented. Ed Goodwin seconded the motion. The motion unanimously passed with no opposition.

##### c. NBRC Reporting.

a. After discussion, Ed Goodwin motioned to amend renewal procedures to include: licensees must hold current NBRC credentials. Glenn Phippen seconded the motion. The motion to accept the amended renewal procedures unanimously passed with no opposition.

b. In the cases where a licensee allows their NBRC credentials to lapse, Glenn Phippen motioned that the following disciplinary actions be taken in accordance with Administrative Code 798-X-7-.03(6): via a consent letter to the licensee, the licensee is given a 30-day grace period to reinstate the NBRC credentials, fined \$250.00, and must inform the Board of said reinstatement of credentials. If the above steps are not completed, a revocation hearing will be held at the next Board meeting. Ed Goodwin seconded the motion. The motion unanimously passed with no opposition.

d. Pending Application Timeframe. After discussion, Vernon Johnson motioned to change the pending application timeframe from one (1) year to ninety (90)

days as of April 1, 2023. Glenn Phippen seconded the motion. The motion unanimously passed with no opposition.

- e. Audit Update. Elizabeth Sheehan updated the Board on the Legal Compliance Audit.
- f. Email from Licensee. Elizabeth Sheehan shared an email from a concerned licensee regarding live CEU requirements. After discussion, it was concluded that adequate opportunities do exist for live CEU's and licensees should be referred to alsrc.org and aarc.org for opportunities.
- g. SEI Filing. Elizabeth Sheehan requested that all Board Members complete the Statement of Economic Interest.
- h. Governor's Executive Order. Matt Bledsoe presented Governor Ivey's Executive Order regarding Public Records Requests and Red Tape Reduction. Elizabeth Sheehan informed the Board that an Open Records Account has been created by OIT.
  - a. In compliance with the Governor's Executive Order, Ronda Hood motioned to name Elizabeth Sheehan the Governor's liaison for Red Tape Reduction. Glenn Phippen seconded the motion. The motion unanimously passed with no opposition.
  - b. In compliance with the Governor's Executive Order, Vernon Johnson motioned to name Elizabeth Sheehan the Board's Public Records Coordinator. Ed Goodwin seconded the motion. The motion unanimously passed with no opposition.
  - c. Ed Goodwin motioned to establish a Standard Request Form for both Standard and Intensive Records Requests. Glenn Phippen seconded the motion. The motion unanimously passed with no opposition.
  - d. Vernon Johnson motioned to adopt the Governor's recommendations for fees for both standard and intensive records requests. Glenn Phippen seconded the motion. The motion unanimously passed with no opposition.
  - e. Glenn Phippen motioned that the Board give notice to adopt the necessary Rules and Regulations to comply with the Governor's Executive Order. Ed Goodwin seconded the motion. The motion unanimously passed with no opposition.

## V. OLD BUSINESS

- a. CE Broker. Elizabeth Sheehan informed the Board that CE Broker was amending the system to fit our needs, as per a meeting with CE Broker March 29, 2023.
- b. IGov Mailing List. Discussions with IGov are ongoing regarding the creation of a mailing list of licensees.
- c. Rule Changes
  - i. Consumer Member. Elizabeth Sheehan drafted a rule change adding a consumer member to the Board's Rules and Regulations in compliance with the Administrative Code. Glenn Phippen made a motion to accept the rule change as presented. Ed Goodwin seconded the motion. The motion unanimously passed with no opposition.
  - ii. Glenn Phippen motioned to include in the proposed law change (34-27B-5(a)(1) 7 members appointed by the Governor, four being respiratory therapists. Ed Goodwin seconded the motion. The motion unanimously passed with no opposition.
  - iii. Scope of Practice. Ed Goodwin presented wording options for a proposed law change to section 34-27B-2-7(d). After discussion, Ed Goodwin motioned to table the proposed rule change. Glenn Phippen seconded the motion. The motion unanimously passed with no opposition.
  - iv. Standards for Continuing Education 798-X-8-.02(9). After discussion, Glenn Phippen motioned to delete the words "in Alabama" from the above referenced section. Ed Goodwin seconded the motion. The motion unanimously passed with no opposition.

## VI. EXECUTIVE SESSION

At 12:18 p.m., Ronda Hood moved the Board go into Executive Session to consider the general reputation and character, physical condition, professional competence, and mental health of applicants, in accordance with Section VII (1) of the Open Meetings Act. The motion was second by Glenn Phippen. Board Chair Ronda Hood stated the Board would reconvene at the conclusion of the Executive Session. The motion unanimously passed without opposition.

At 1:28 p.m., Glenn Phippen motioned for the Board to come out of Executive Session. Vernon Johnson seconded the motion. The motion unanimously passed without opposition.

- a. Ed Goodwin motioned to release 2020-02 from the Wellness program. Dr. Erin Ozgun seconded the motion. The motion unanimously passed without opposition.
- b. Glenn Phippen motioned to release W2021-01 from the Wellness program. Vernon Johnson seconded the motion. The motion unanimously passed without opposition.
- c. Glenn Phippen motioned that 2022-03 be required to take an ethics course, be fined \$500.00, and have one year of active probation. Ed Goodwin seconded the motion. The motion unanimously passed without opposition.
- d. Ed Goodwin motioned that a Wellness Contract be extended to 2022-05. Glenn Phippen seconded the motion. The motion unanimously passed without opposition.
- e. Ed Goodwin motioned that a Letter of Reprimand be given to 2022-06. Glenn Phippen seconded the motion. The motion unanimously passed without opposition.
- f. Vernon Johnson motioned that 2022-07 be given 30 days to obtain current NBRC credentials, be fined \$250.00, and schedule a revocation hearing if the above are not completed. Dr. Erin Ozgun seconded the motion. The motion unanimously passed without opposition. *This is Brigitte Baker who took care of the credentials BEFORE the meeting.*
- g. For case 2023-01, Matt Bledsoe has stated he will make surrender of license a condition of bond, if bond is offered.
- h. Ed Goodwin motioned to authorize Elizabeth Sheehan to research wellness and obtain a 3<sup>rd</sup> party to assess and provide treatment. Glenn Phippen seconded the motion. The motion unanimously passed without opposition.

## VII. OTHER BUSINESS

- a. New Licensee Listing. 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. Glenn Phippen seconded the motion. The motion unanimously passed without opposition.
- b. Disciplinary List. Elizabeth Sheehan presented the Board with a current listing of disciplinary actions. After review of the list, Glenn Phippen moved to approve and accept the list of disciplinary actions. Ed Goodwin seconded the motion. The motion unanimously passed without opposition.

c. Date of time of next meeting

i. 06/23/2023

ii. 10/06/2023

iii. 12/01/2023

d. Ronda Hood and Glenn Pippen have been re-appointed by Governor Ivey for an additional term of service.

VIII. With no further business, Glenn Pippen motioned to adjourn the meeting. Ed Goodwin seconded the motion. The motion passed unanimously without opposition. Board Chair Ronda Hood adjourned the meeting at 1:45 p.m.