



# ALABAMA STATE BOARD OF RESPIRATORY THERAPY

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Montgomery, AL 36130  
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## MINUTES

December 11, 2020

### Present:

Vernon Johnson  
Ronda Hood  
Ed Goodwin  
Glenn Pippen  
Elizabeth Utley Sheehan

Board Chair  
Board Member  
Board Member  
Board Member  
Executive Director

### Also Present:

John Selden, Esq.

Alabama Attorney  
General's Office

### Not Present:

Dr. Erin Ozgun

Board Member

The Alabama State Board of Respiratory Therapy held its regularly scheduled Board Meeting on December 11, 2020 at 10:00 a.m. via conference call in the 4th Floor Conference Room of the Bailey Building located at 400 South Union Street, Montgomery, Alabama 36104.

### I. CALL TO ORDER/WELCOME

Board Chair, Vernon Johnson, called the meeting to order at 10:09 a.m. and welcomed everyone present.

### II. SWEARING IN OF NEW BOARDS

Board Chair Johnson swore-in newly appointed Glenn Pippen as a Board Member. Dr. Erin Ozgun was not in attendance and will be sworn-in at a later date.

### III. ADOPTION OF AGENDA

Board Chair Johnson requested a review of the December 11, 2020 meeting Agenda. A motion was made, seconded and unanimously carried, to accept the December 11, 2020 meeting Agenda as presented.

Votes in favor of the motion: Vernon Johnson, Ronda Hood, Ed Goodwin and Glenn Pippen.  
Opposed: None.

#### IV. APPROVAL OF PREVIOUS MINUTES

Board Chair Johnson requested a review of the September 28, 2020 Minutes.

A motion was made, seconded and unanimously carried, to accept the September 28, 2020 Minutes.

Votes in favor of the motion: Vernon Johnson, Ronda Hood, Ed Goodwin and Glenn Pippen.  
Opposed: None.

#### V. NEW BUSINESS

- a. Current Board Chair Johnson nominated Ronda Hood as Board Chair. A motion was made, seconded and unanimously carried, to select Ronda Hood as the next Board Chair.

Votes in favor of the motion: Vernon Johnson, Ed Goodwin and Glenn Pippen. Abstained: Ronda Hood. Opposed: None.

Ronda Hood then nominated Ed Goodwin as Vice Chair. A motion was made, seconded and unanimously carried to select Ed Goodwin as the next Vice Chair.

Votes in favor of the motion: Vernon Johnson, Ronda Hood and Glenn Pippen. Abstained: Ed Goodwin. Opposed: None.

- b. Discussions were held regarding the formation of a “Complaint Committee” made up of the Board’s attorney, Executive Director and rotating members of the Board.
- c. 2022 Budget. Ms. Sheehan presented the Board with the proposed 2022 budget. A motion was made, seconded and unanimously carried to accept the 2022 budget as presented.

Votes in favor of the motion: Vernon Johnson, Ronda Hood, Ed Goodwin and Glenn Pippen.  
Opposed: None.

- d. 2021 Budget Revision. Ms. Sheehan presented the Board with revisions to the 2021 Budget. A motion was made, seconded and unanimously carried to accept the revisions to the 2021 budget as presented.

Votes in favor of the motion: Vernon Johnson, Ronda Hood, Ed Goodwin and Glenn Pippen.  
Opposed: None.

- e. Financial Statement: Discussions were had as to increasing the fees associated with license renewals by twenty-five dollars (\$25.00) commencing with October 2021 renewals. Ms. Sheehan advised the Board of that she is still seeking an informative Financial Statement from STAARS. A motion was made, seconded and unanimously carried to table the discussions until the Financial Statement is received.

Votes in favor of the motion: Vernon Johnson, Ronda Hood, Ed Goodwin and Glenn Pippen.  
Opposed: None.

- f. Executive Director Report

- (a) Ms. Sheehan presented the Board with an update on iGov and online applications.
- (b) Ms. Sheehan informed the Board that the cost of the ID cards provided to the Respiratory Therapists upon licensing has tripled within the last quarter. Ms. Sheehan proposed Respiratory Therapists be provided ID cards ONLY to those who successfully renew their license every two years. A motion was made, seconded and unanimously carried to provide ID cards only to those Respiratory Therapists who successfully renew their license biennially.

Votes in favor of the motion: Vernon Johnson, Ronda Hood, Ed Goodwin and Glenn Pippen.  
Opposed: None.

Ms. Sheehan discussed the on-line application process vs. the hard copy forms, with the major advantage being the applicant making payments for fees on-line. Ms. Sheehan proposed taking the links to the application forms off the website stipulating that if an applicant cannot apply on-line, they can email our office and we will email the form directly to them. A motion was made, seconded and unanimously carried to remove links to hard copy application forms from the Board's website.

Votes in favor of the motion: Vernon Johnson, Ronda Hood, Ed Goodwin and Glenn Pippen.  
Opposed: None.

- (c) Ms. Sheehan updated the Board as to the status of contract with the investigator.
- (d) Ms. Sheehan advised the Board as to the status of the current audit.

## VI. OTHER BUSINESS

- a. The Board discussed releasing Stacy Remley from the Wellness Program. A motion was made, seconded and unanimously carried to release Stacy Remley from the Wellness Program.

Votes in favor of the motion: Vernon Johnson, Ronda Hood, Ed Goodwin and Glenn Pippen.  
Opposed: None.

- b. The Board discussed the list of new licensees previously provided by Ms. Sheehan. A motion was made, seconded and unanimously carried to confirm and accept the individuals listed on the list.

Votes in favor of the motion: Vernon Johnson, Ronda Hood, Ed Goodwin and Glenn Pippen.  
Opposed: None.

- c. The Board discussed the proposed dates for Board meetings in 2021 and agreed to the dates proposed with the caveat for all to be open to changing the dates if needed. The next regular scheduled meeting will be March 19, 2021.
- d. The Board discussed “live and traditional” CEUs, whether to suspend the live requirement because of COVID; consider interactive webinars; or not change anything. Glenn Pippen agreed to check with AARC and will report back to the Board.

## VII. ADJOURNMENT

At 11:15 a.m. a motion was made, seconded and unanimously carried to adjourn the meeting. The meeting was adjourned at 11:15 a.m.

  
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Ronda Hood, Chair

  
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Elizabeth Sheehan, Executive Director