

Board Meeting Minutes
July 28, 2009

The Alabama Board of Home Medical Equipment Services Providers met on Tuesday, July 28, 2009, in Montgomery, Alabama at the Board office for the purpose of conducting Board business. Those in attendance were as follows: Diane Giddens, Vice-Chair; John Beard, Member; Lewis Fuller, Member; Dr. Fred Hunker, Member; Mike Jones, Member; Leigh Ann Matthews, Member; and Graham Sisson, Member. Also present were Paula Scout McCaleb, Executive Director; Dana Billingsley, Legal Counsel; Jessica Burdette, Licensing Agent; and Mike Hamilton, ADMEA Director. Those not present were Mike Benefield, Chairman; and Tim Rogers, Member.

The meeting was called to order at approximately 10:13 a.m. with a quorum present.

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

A motion was made by Lewis Fuller to accept the Meeting Minutes from April 28, 2009, as presented. Graham Sisson seconded the motion and the motion passed unanimously.

At approximately 10:18 a.m. the Oath of Office was administered to Dr. Fred Hunker by Paula Scout McCaleb.

A approximately 10:53 a.m. Dana Billingsley joined the meeting in progress.

A motion was made by Lewis Fuller to accept the consent order of Omni Diabetes Care, LLC as presented. John Beard seconded the motion and the motion passed unanimously.

A motion was made by John Beard to accept changes to the Rules and Regulations as noted. Leigh Ann Matthews seconded the motion, and the motion passed unanimously. The changes are as follows:

473-X-1-.01

Home Medical Equipment Services means the delivery, installation, maintenance, replacement of, or instruction in the use of medical equipment and related supplies used by a sick or disabled individual to obtain care or treatment and be maintained in a residential setting. The advertisement of such services, in any form or through any medium, also constitutes the provision of Home Medical Equipment Services for purposes of these Rules.

473-X-4.01(4)

The physical facility must be staffed during normal business hours, and must have a visible sign with the name of the business, business hours, and the phone number required by (e3).

473-X-4.01(5)

Medical equipment shall be maintained in a clean and sanitary condition and stored in a dry, well-ventilated area. Routine maintenance, preventive maintenance, and repairs shall be performed according to manufacturer's guidelines. The home medical equipment services provider shall provide consumer instruction regarding the use of home medical equipment requiring services. Out of State providers shall also provide sufficient contact information in writing, including, but not limited to, a toll-free telephone number, physical address and hours of operation, meeting the requirements of paragraphs (3) and (4) above, to all consumers at the time home medical equipment services are rendered, through which consumers may obtain repairs, supplies an other services required to maintain or use the home medical equipment. Delivery services include transportation of equipment to and from consumer, equipment setup, and record keeping.

At approximately 11:21 a.m. the Vice-Chair permitted the Board to hear from Mike Hamilton, Director of the Alabama Durable Medical Association.

A motion was made by Graham Sisson for the Board office to print an updated list of mailing labels at no charge, to the Alabama Durable Medical Association. John Beard seconded the motion and the motion passed unanimously.

A motion was made by Lewis Fuller to develop a database report for the Association of Durable Medical Equipment per request of Mike Hamilton with the following information: company/dBA; person in charge, mailing address, phone, fax, and e-mail. Mike Jones seconded the motion and the motion passed unanimously.

There being no further Board business, a motion was made by Leigh Ann Matthews to adjourn the meeting. Lewis Fuller seconded and the motion and the motion passed unanimously, the time being approximately 11:51 a.m. The Vice-Chair announced that the next meeting would be held October 27, 2009, in the Montgomery Board office.

Respectfully submitted,

Mike Benefield, Chairman.

Diane Giddens, Vice-Chair.

Paula Scout McCaleb, Executive Director.

Jessica Burdette, Licensing Agent (serving as Recording Secretary).