CERTIFICATION OF ADMINISTRATIVE RULES
FILED WITH THE LEGISLATIVE SERVICES AGENCY
OTHI LATHRAM, DIRECTOR

(Pursuant to Code of Alabama 1975, § 41-22-6, as amended).

I certify that the attached is/are correct copy/copies of rule/s as promulgated and
adopted on the 18th day of November, 2021, and filed with the agency secretary on the
18th day of November, 2021.

AGENCY NAME: Alabama State Board of Medical Examiners

_____X____ Amendment _____ New _____ Repeal (Mark appropriate space)

Rule No. 540-X-1-.03
(If amended rule, give specific paragraph, subparagraphs, etc., being amended)

Rule Title: Meetings of the Board

ACTION TAKEN: State whether the rule was adopted with or without changes from the
proposal due to written or oral comments:

No comments received. No changes from proposal.

NOTICE OF INTENDED ACTION PUBLISHED IN VOLUME XXXIX, ISSUE NO. 12,
AAM, DATED SEPTEMBER 30, 2021.

2021-100

(Date Filed)
(For LRS Use Only)

RECD & FILED

NOV 18 2021

LEGISLATIVE SVC AGENCY

Certifying Officer / Deputy

NOTE: In accordance with §41 22 6(b), as amended, a proposed rule is required to be
certified within 90 days after completion of the notice.
540-X-1-.03 Meetings of the Board.

(1) The Board shall hold regularly scheduled meetings.

(2) Special meetings may be called at the request of the chairman.

(3) At least six members of the Board shall constitute a quorum and as such shall be competent to act.

(4) The executive director or his designee shall keep a record of all meetings.

The place of each meeting of the Board, names of the members present, all official acts of the Board, and the votes shall be recorded in the minutes. The minutes shall be presented for approval or amendment at the next regular meeting, which upon approval will be signed and each page initialed by the chairman. The minutes, not including any section relating to the good name or character of an individual, shall be open to public inspection.

(5) All meetings of the Board, not including any part relating to the good name or character of an individual, shall be open and public. All reports of investigations; documents subpoenaed by the Board; reports of any investigative committee appointed by the Board; memoranda of the Board's counsel relating to investigations; statements of persons interviewed by the Board or any committee of the Board; all information, interviews, reports, statements or memoranda of any kind furnished to the Board or any committee of the Board; and any findings, conclusions or recommendations resulting from proceedings of the Board or any committee of the Board, unless presented as evidence at a public hearing, shall be privileged and confidential, shall be used only in the exercise of the proper functions of the Board, and shall not be public records nor be
available for court subpoena or for discovery proceedings. Meetings of the Board in which any of the aforementioned items are received, reviewed, deliberated, voted on, or acted on by the Board shall be closed sessions, and any report or recording of the meeting shall be privileged and confidential.

(6) Meetings of the Board are governed by Sturgis Standard Code of Parliamentary Procedure and/or any amendments adopted by the Board.

Author: Alabama Board of Medical Examiners