

South Carolina Board of Long Term Health Care Administrators
9:30 a.m., Thursday, September 3, 2009
Synergy Business Park
Kingstree Building
110 Centerview Drive, Conference Room 108
Columbia, South Carolina

MINUTES

1. [Call to Order](#)

Dan McLeod, chairman, of Greenville, called the regular meeting of the Board of Long Term Health Care Administrators to order at 9:33 a.m. Other members present for the meeting included: Melvin Hiatt, of Fairfax; Marvin Hyatt, of Rock Hill; Julius Kinney, Jr., of Anderson; Brown McCallum, of Summerville; and Nikki Robertson, of Little River.

Staff members participating in the meeting included: Lee Ann Bundrick, RPh, Administrator; Stephanie Calhoun, Administrative Assistant, Sharon Dantzler, Associate General Counsel; Sandra Dickert, Administrative Assistant; P. C. Faglie, Investigator, Office of Investigations and Enforcement; and Yolanda Rodgers, Investigator, Office of Investigations and Enforcement.

A. Public Notice

Mr. McLeod announced that this meeting was being held in accordance with Section 30-4-80 of the S.C. Freedom of Information Act by notice mailed to The State Newspaper, Associated Press, WIS-TV and all other requesting persons, organizations or news media. In addition, notice was posted on the bulletin boards at the main entrance of the Kingstree Building.

B. [Pledge of Allegiance](#)

All present recited the Pledge of Allegiance.

2. [Introduction of Board Members and All Other Persons Attending](#)

Mr. McLeod welcomed Mr. Hyatt and Ms. Robertson to the Board.

3. [Consideration of excuses for absences of Board Members](#)

David Buckshorn, of Greenwood, and Pamela Dukes, of Columbia, were granted excused absences.

4. [Adoption of Agenda](#)

MOTION

Mr. Kinney made a motion the Board approve the agenda. Mr. McCallum seconded the motion, which carried unanimously.

5. [Approval of the June 3, 2009 Meeting Minutes](#)

MOTION

Mr. Kinney made a motion the Board approve the June 3, 2009 meeting minutes. Mr. Hiatt seconded the motion, which carried unanimously.

6. [Administrator's Remarks, For Information](#)

1. [2009 NAB Mid-Year Meeting](#)

Mrs. Bundrick stated Ms. Dukes would be representing the Board during the October 28-30, 2009 meeting. She noted the meeting would be held in New Orleans, Louisiana.

Mr. Kinney questioned staff regarding the two new board members attending the meeting.

7. [New Business](#)

A. [Committee Reports](#)

1. [Investigative Review Committee](#)

Mr. Faglie introduced Ms. Lillie Gray as the Board's new litigating attorney.

Ms. Yolanda Gray briefed the Board on the August 11, 2009 IRC report.

MOTION

Mr. Kinney made a motion the Board approve the five cases involving dismissals. Mr. McCallum seconded the motion, which carried unanimously.

MOTION

Mr. Kinney made a motion the Board approve the one case involved in the dismiss - cease and desist matter. Mr. McCallum seconded the motion, which carried unanimously.

MOTION

Mr. McCallum made a motion the Board approve the two cases involving formal complaints. Mr. Hiatt seconded the motion, which carried unanimously.

2. [Credentials Committee](#)

Mr. McCallum briefed the Board on the Credential Committee's report.

[Education Committee](#)

3.

Mr. Hiatt briefed the Board regarding the Education Committee's report.

4. [AIT Committee](#)

Mr. McLeod stated there is currently one participant in the AIT program.

5. [IRC Chair](#)

Mrs. Bundrick presented the members with a letter of resignation from Jan Benson, as the Board's IRC chairman. She noted Mr. Kinney has submitted the name of Tiffini Baxley as the IRC chairman.

Mr. Kinney briefed the Board regarding the recommendation.

MOTION

Mr. Hyatt made a motion to Approve Tiffini Baxley as the IRC chair. Mr. Kinney seconded the motion, which carried unanimously.

6. [Board Meeting Dates for 2010](#)

Staff presented the following proposed meeting dates for the Board's review.

March 4-5, 2010
September 2-3, 2010

June 3-4, 2010
December 2-3, 2010

Mr. McLeod noted that he would not be available for the June 2010 meeting.

MOTION

Mr. Kinney made a motion Board meeting dates for 2010. Mr. McCallum seconded the motion, which carried unanimously.

7. [NAB Annual Meeting Report](#)

Mrs. Bundrick stated Ms. Dukes submitted a written report in regard to the NAB annual meeting held in June 2009.

Mr. McLeod stated Ms. Calhoun had given him an authorization form to sign giving Ms. Dukes the authorization to vote on the state's behalf during the NAB meeting. He asked the members if any one had an objection. There were no objections from the members.

8. [Mileage Request](#)

This proceeding was recorded by a court report in order to produce a verbatim transcript should one be required in accordance with the law.

On July 30, 2009 the Board received a request from Sandy Burgess seeking the Board's approval of a waiver of Section 93-65(B)4. Ms. Burgess appeared before the Board to explain why she is requesting a waiver of the 20 mile radius as noted in Regulation 93-65(B)4.

MOTION

Mr. Kinney made a motion to Enter Closed Session to seek legal advice. Mr. McCallum seconded the motion, which carried unanimously.

After returning from executive session Mrs. Dantzler informed Ms. Burgess the Board's regulations state that the Board cannot waive the mileage requirement.

8. [Applicant Appearance\(s\)-Qualification Approval](#)

1. [Vivian J. Carman](#)

This proceeding was recorded by a court reporter in order to produce a verbatim transcript in accordance with the law.

Ms. Carman's application was before the Board because the Credentials Committee determined that the application should be reviewed by the full Board.

MOTION

Mr. Kinney made a motion allow Vivian J. Carman take the exam. Mr. McCallum seconded the motion, which carried unanimously.

2. [Linda C. Edmond](#)

This proceeding was recorded by a court reporter in order to produce a verbatim transcript should one be necessary.

Ms. Edmond's application was before the Board because the Credentials Committee determined that the application must be reviewed by the full Board.

MOTION

Mr. Kinney made a motion Ms. Edmonds take the exam. Ms. Robertson seconded the motion, which carried unanimously.

3. [Mary N. Wright](#)

This proceeding was recorded by a court reporter in order to produce a verbatim transcript should one be necessary.

Ms. Wright's application was before the Board because the Credentials Committee determined that the non-paid pay work experience must be reviewed by the full Board.

MOTION

Mr. McCallum made a motion to enter executive session to seek legal advice. Mr. Hiatt seconded the motion, which carried unanimously.

MOTION

Mr. Kinney made a motion the Board approve Mary N. Wright to take the exam. Mr. Hyatt seconded the motion, which carried unanimously.

4. [Shannon L. Holley](#)

This proceeding was recorded by a court reporter in order to produce a verbatim transcript in accordance with the law.

Ms. Holley appeared before the Board in December 2008 at which time the Board determined she did not meet the minimum educational requirement. She appeared before the Board at this meeting to request that the additional 23.5 college credit hours along with her Kerry Business College medical office assistant training be considered to meet the requirements for her CRCF application.

MOTION

Mr. Kinney made a motion to approve Shannon L. Holley to take the exam. Ms. Robertson seconded the motion, which carried unanimously.

9. [Applicant Appearance\(s\)-Qualification Approval-Other Certificate Program](#)

1. [Patricia A. Gordon](#)

This proceeding was recorded by a court reporter in order to produce a verbatim transcript should one be required in accordance with the law.

Ms. Gordon does not meet the minimum educational requirement for the CRCFA license. Her diploma in practical nursing and work experience must be considered by the Board in accordance with the Board's policy that states, 'Other certificate programs in combination with CRCF and other health care work experience will be considered on a case-by-case basis.'

MOTION

Mr. Kinney made a motion to approve Ms. Gordon to take the exam. Mr. McCallum seconded the motion, which carried unanimously.

[2. Lisa M. Hawkins](#)

This proceeding was recorded by a court reporter in order to produce a verbatim transcript in accordance with the law.

Ms. Hawkins does not meet the minimum educational requirement for the CRCF license. Her diploma in practical nursing and work experience must be considered by the Board in accordance with the Board's policy which states, 'Other certificate programs in combination with CRCF and other health care work experience will be considered on a case-by-case basis.'

MOTION

Mr. Kinney made a motion to approve Lisa M. Hawkins take the exam. Mr. McCallum seconded the motion, which carried unanimously.

[3. Sherry Rowson](#)

This proceeding was recorded by a court reporter in order to produce a verbatim transcript in accordance with the law.

Ms. Rowson does not meet the minimum educational requirement for the CRCFA license. Her diploma in practical nursing and work experience must be considered by the Board in accordance with the Board's policy that states, 'Other certificate programs in combination with CRCF and other health care work experience will be considered on a case-by-case basis.'

MOTION

Mr. Kinney made a motion to enter closed session to seek legal advice. Mr. McCallum seconded the motion, which carried unanimously.

MOTION

Mr. Kinney made a motion to free form the Board deny Sherry Rowson the opportunity to take the exam. Mr. McCallum seconded the motion, which carried unanimously.

[10. Applicant Appearance\(s\)-Criminal Background Results](#)

[1. Brenda Kennedy](#)

This proceeding was recorded by a court reporter in order to produce a verbatim transcript in accordance with the law.

Ms. Kennedy appeared before the Board because she answered 'no' to the question on the application which asking, "Have you ever been convicted or plead guilty or nolo contendere to any felony, misdemeanor, or crime of moral turpitude?" The results of the criminal background check indicate that she was convicted of a fraudulent check on June 9, 1981.

MOTION

Mr. Kinney made a motion to approve Brenda Kennedy to take the exam. Mr. Hiatt seconded the motion, which carried unanimously.

[2. Terry Rollings](#)

This proceeding was recorded by a court reporter in order to produce a verbatim transcript should one be required in accordance with the law.

Ms. Rollings appeared before the Board at the April 15, 2009 application appearance meeting requesting approval to practice as a community residential care facility administrator, at which

time she was approved. She appeared before the Board at this meeting because she answered 'no' to the question on the application asking, "Have you ever been convicted or plead guilty or nolo contendere to any felony, misdemeanor, or crime of moral turpitude?" The results of her criminal background check indicates that she was convicted of a fraudulent check in 1983.

MOTION

Mr. Hyatt made a motion to approve Terry Rollings to take the exam. Mr. Hiatt seconded the motion, which carried unanimously.

3. [Daniel H. Johnson](#)

This proceeding was recorded by a court reporter in order to produce a verbatim transcript should one be required in accordance with the law.

Mr. Johnson appeared before the Board because he answered 'yes' to the question on the application which asks, "Have you ever been convicted or plead guilty or nolo contendere to any felony, misdemeanor, or crime of moral turpitude?" Mr. Johnson provided the Board with a letter of explanation regarding the DUI convictions in 2000 and 2002.

MOTION

Mr. Kinney made a motion the Board approve Daniel H. Johnson for licensure. Mr. McCallum seconded the motion, which carried unanimously.

4. [Kenneth E. DeFoor](#)

This proceeding was recorded by a court reporter in order to produce a verbatim transcript should one be required in accordance with the law.

Mr. DeFoor appeared before the Board because he answered 'no' to the question on the application asking, "Have you ever been convicted or plead guilty or nolo contendere to any felony, misdemeanor, or crime of moral turpitude?" The results of his criminal background check indicate he was convicted of reckless driving on May 14, 2008.

MOTION

Mr. Kinney made a motion to approve Kenneth E. DeFoor to proceed with licensure. Mr. Hyatt seconded the motion, which carried unanimously.

11. [Public Comments](#)

No public comments were made during this meeting.

12. Adjournment

The meeting adjourned at 11:55 a.m.