

MINUTES
South Carolina Board of Long Term Health Care Administrators
Teleconference Meeting

9:30 a.m., May 28, 2020
Synergy Business Park
110 Centerview Drive, Kingstree Building Room 204
Columbia, South Carolina

Public notice of this meeting was properly posted at the S.C. Board of Long Term Health Care Administrators office, Synergy Business Park, Kingstree Building, and on the board website and provided to all requesting persons, organizations, and news media in compliance with Section 30-4-80 of the South Carolina Freedom of Information Act. In accordance with the Governor's directives regarding social distancing, the meeting will be held via video and teleconferencing. Members of the public who wish to attend may do so by telephone. The telephone number and access code are provided on the posted agenda.

BOARD MEMBERS PRESENT:

Melissa Yetter, Chair
William Birmingham, Vice-Chair
Timothy Slice
Sarah Doctor-Greenwade
William Birmingham
Elizabeth Schaper
Bentley White

SCLLR STAFF PRESENT:

Georgia Lewis, Office of Advice Counsel
Meredith Buttler, Administrator
Megan Flannery, Office of Disciplinary Counsel
Ashley Bailey MacNair, Office of Investigations
Byron Ray, Office of Investigations
Doris Cochran, Office of Investigations
Carmen Felton-Barner, Office of Investigations
Bianca Smith, Office of Investigations
Jennifer Hollis, Office of Investigations

PRESENT:

Tina Behles, Court Reporter
Micah Meyers

CALL TO ORDER: Chairman Yetter called the meeting to order at 9:40 a.m.

APPROVAL OF AGENDA

Motion: To approve the agenda.
Birmingham/Slice/approved.

INTRODUCTION OF BOARD MEMBERS

Each Board member provided a brief introduction of themselves.

APPROVAL OF EXCUSED ABSENCES

No members absent

APPROVAL OF MEETING MINUTES

Motion: To approve the minutes from the February 21, 2020 meeting.
Birmingham/Schaper/approved.

STAFF REPORTS

OIE Statistical Report

On behalf of Greg Hinson, Ms. Ashley Bailey McNair reported for the second quarter of 2020, the Board has received a total of 10 complaints. A report showing the breakdown of complaints by alleged issues was provided to the Board as information. Additionally within the reported time period, OIE has closed 10 cases.

IRC Report

Ms. Bailey McNair informed the Board that the IRC met on May 7, 2020 with an additional IRC review for one case on May 13, 2020. The IRC Report recommends 8 cases for dismissal and 4 formal complaints.

Motion: To approve the recommendations for dismissals on the IRC report.
Birmingham/Schaper/approved.

Motion: To approve the recommendations for formal complaints on the IRC report.
Birmingham/Doctor-Greenwade/approved.

ODC Report

Ms. Megan Flannery reported there are currently 9 cases open: 6 pending action, 5 pending MOAs and 2 pending hearings. Since January 1, 2020, 2 cases have been closed.

Ms. Flannery explained that due to COVID, hearings have been put on pause and training of the new panel members has not been conducted. Board's advice counsel, Ms. Georgia Lewis, expounded upon the various types of hearings and virtual ability to host. Ms. Lewis will assist with the training of the new hearing officers in anticipation of being able to conduct hearings.

APPLICANT APPEARANCES

a. Micah Meyers

Mr. Micah Meyers appeared before the Board for an application hearing. He was not represented by counsel and was sworn in by the court reporter. Application hearings are recorded by a certified court reporter in the event a verbatim transcript is necessary.

Executive Session

Motion: For the Board to enter into executive session to seek legal advice.
Birmingham/Doctor-Greenwade/approved.

Return to Public Session

Motion: For the Board to return to public session
Doctor-Greenwade/Slice/approved.

Board Chairman, Melissa Yetter, noted for the record that no votes or actions were taken while in executive session.

Motion: To approve Mr. Meyers application with the following conditions, completion of ten (10) hours of NAB approved continuing education courses of which five (5) hours must be on patient care per SC Regulation 96-110. Per earlier Board directive, 100% of the continuing education hours may be taken from online sources due to the public health emergency.
Birmingham/ Schaper /approved.

ADMINISTRATOR REPORT

The Board Licensee reports were provided to members to review. Currently there are 77 active and 552 active in renewal CRCFA licenses, 43 active and 306 active in renewal NHA licenses and 18 active and 177 active in renewal Dual licenses. The report included breakdowns of the Select Inactive licenses and pending application numbers. The Board's current account balance \$199,555.56.

Ms. Buttler reported renewals opened in April 2020 and per directive from the Agency director, the renewal deadline has extended to September 30, 2020. In conjunction to the renewal, the CE cycle is also extended to September 30, 2020. Licensees will be reminded that CEs acquired during the period July 1, 2020 and September 30, 2020 will not be counted twice. If CEs accrued during this period are used to satisfy this renewal period, then it cannot be counted towards next year's renewal.

Ms. Buttler reported Regulation Revisions Document 4892, which updates the Preceptor employment requirement and examination attempts, went into effect on February 28, 2020. Additionally, Document 4892, which adds the HSE certification as satisfying the work and education experience requirement, went into effect on June 26, 2020.

Due to COVID-19, PSI closed the majority of their testing centers; however, NAB was able to push to have the long term exams included on the essential service examination list and therefore applicants were still able to take the exams at select locations.

ELECTION OF OFFICERS

Ms. Buttler called for nominations for Board Chair. Mr. Birmingham nominated Ms. Yetter to continue as Board Chair.

Motion: To approve Melissa Yetter as Board Chair
Birmingham/ Schaper /approved.

Ms. Yetter called for nominations for Board Vice-Chair. Mr. Slice nominated Mr. Birmingham to continue as Board Vice-Chair.

Motion: To approve William Birmingham as Board Vice-Chair
Slice/ Doctor-Greenwade /approved.

PUBLIC COMMENTS

Ms. Lewis thanked the administrators for all the work during the public health emergency.

ANNOUNCEMENT

Next Board Meeting date September 10, 2020.

ADJOURNMENT

Motion: To adjourn the meeting.
Slice/Birmingham/approved

The May 28, 2020, meeting of the S.C. Long Term Health Care Administrators Board adjourned at 11:04 a.m.

The next meeting of the S.C. Long Term Health Care Administrators Board is scheduled for September 10, 2020, in room 204.