

MINUTES
South Carolina Board of Long Term Health Care Administrators
Conference Call Meeting

1:00 p.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.

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
Wendy Taylor, Program Coordinator

CALL TO ORDER: Chairman Yetter called the meeting to order at 1:01 p.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. Ms. Buttler introduced Wendy Taylor, new program coordinator with the group and board member Bentley White. Ms. White is the Director for Policy and Communications for Health Care Quality at DHEC.

APPROVAL OF EXCUSED ABSENCES

No members absent

NEW BUSINESS

- a. Review of Regulation 93-200 and the Board's criteria for Online Continuing Education
Ms. Yetter stated the special called meeting has been called to review and discuss the recent course closures due to the current public health emergency. The Board has been

asked by the Agency to review the continuing education requirements in light of the upcoming renewal period. Mr. Slice requested clarification from Ms. Lewis on the jurisdiction of the Board to be able to amend continuing education requirements. Ms. Lewis stated the requirements for continuing education are listed out in the Board Regulation 93-200. At the September 2016 Board meeting, it was approved to allow up to 50% online continuing education course that were NAB approved. As such, the Board has the ability to change or amend the criteria in light of the state of emergency.

Motion: If there is a governor declared state wide emergency, administrators may obtain all the required hours CE online that at National Association of Long Term Care Administrators Board (NAB) approved up to the next scheduled renewal date.
Slice

Further discussion on ending dates of the allowance and specification of types of emergency was conducted, resulting in Mr. Slice withdrawing his previous motion.

Motion: As a result of the state of emergency as declared 03/13/2020, the 2019/2020 continuing education cycle will allow all licensed administrators to obtain all hours online via NAB approved courses.
Slice/Birmingham/approved

The Board motion will be posted to the Board website and a notice emailed to all licensees and industry associations.

Ms. Lewis stated she needs a two thirds vote to add an agenda item pursuant to that S.C. Code of Law §30-40-80 of the Freedom of Information Act. The Agency believes there is an emergency that will allow for items to be added to agenda once the meeting is in session. Ms. Lewis stated under this allowance, she would like to add to the Board meetings agenda, the discussion of delegation of authority to the Board Chair to be able to address issues during the statewide emergency as declared by the Governor.

Motion: To allow the addition of agenda item: Delegation of Authority to Board Chair during Statewide Emergency as Declared by the Governor
Slice/ Schaper/approved.

- b. Delegation of Authority to Board Chair during Statewide Emergency as Declared by the Governor

Ms. Lewis stated health related boards have been asked to discuss the ability for the Board to delegate authority to the Board Chair to be able to address issues during the statewide emergency. Other boards within LLR have needed to act upon emergency issues that have arisen due to the pandemic and in anticipation of such an occurrence for the long term health care industry, the Board is being asked to consider rather than requiring full board approval. Full board approval would require a minimum of 24 hours notice to schedule a meeting and depending on the severity of the issue, this may too long to wait. The majority of the issue for the industry will fall under DHEC but it may involve the Board.

Motion: To grant the Board Chair the authority to address issues during the governor declared state of emergency.
Birmingham/ Slice /approved.

PUBLIC COMMENTS

No public present.

ADJOURNMENT

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

The March 16, 2020, meeting of the S.C. Long Term Health Care Administrators Board adjourned at 1:34 p.m.

The next meeting of the S.C. Long Term Health Care Administrators Board is scheduled for May 28, 2020, in room 204.