

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

9:30 a.m., January 28, 2021

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
Elizabeth Schaper
Bentley White

SCLLR STAFF PRESENT:

Georgia Lewis, Office of Advice Counsel
Meredith Buttler, Administrator
Greg Hinson, Office of Investigations
Byron Ray, Office of Investigations
Doris Cochran, Office of Investigations
Bianca Smith, Office of Investigations
Jennifer Hollis, Office of Investigations
Ashleigh Bailey-McNair, Office of Investigations

PRESENT:

Kathryn Lindler, Court Reporter
Linda Buxton
Jeffrey Crompton
Alexandra Gumen

CALL TO ORDER: Chairman Yetter called the meeting to order at 9:35 a.m.

APPROVAL OF AGENDA

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

INTRODUCTION OF BOARD MEMBERS

Each Board member provided a brief introduction of themselves.

APPROVAL OF EXCUSED ABSENCES

Ms. Bentley White was not present at the start of the meeting but had instructed she would join later in the meeting.

APPROVAL OF MEETING MINUTES

Motion: To approve the minutes from the December 3, 2020 meeting.
Schaper/Birmingham/approved.

STAFF REPORTS

OIE Statistical Report

Greg Hinson reported for the first quarter of 2021, the Board has received no complaints and had closed three cases.

IRC Report

Mr. Hinson informed the Board that the IRC had not met as there were no cases for review.

ODC Report

On behalf of Ms. Megan Flannery, Ms. Buttler reported there are currently five (5) cases open: five (5) pending CA/MOAs. Since January 1, 2021, three (3) cases have been closed.

APPLICANT APPEARANCE

a. Alexandra Gumen

Ms. Gumen appeared before the Board for an application hearing. She 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
Birmingham/Schaper/approved.

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

Motion: To deny the application due to not meeting requirements of having experience in two of the three categories of practical experience.
Birmingham/Doctor-Greenwade/approved.

Ms. Yetter encouraged Ms. Gumen to attain the additional six months of work experience, being responsible and accountable in one of the two other category areas and then reapplying. The Board expressed their appreciation for Ms. Gumen's passion for the

industry.

b. Jeffrey Crompton

Mr. Crompton 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/Schaper/approved.

Return to Public Session

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

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

Motion: To deny the application due to Mr. Crompton having not met the six (6) month work experience nor having been responsible for direct resident care.
Doctor-Greenwade/Birmingham/approved.

Ms. Doctor-Greenward encouraged Mr. Compton to attain the required six months experience including the direct resident care responsibilities and reapply.

APPROVAL OF EXCUSED ABSENCES

Motion: To approve Bentley White's absence due to work conflicts
Schaper/Birmingham/approved.

NEW BUSINESS

a. Board Training Session Date

Ms. Lewis informed the Board that it was time for updated board member training. This training provides members with an overview of the investigation and disciplinary processes as well as an overview of the Office of Communications and Governmental Affairs. The training can be conducted virtually and included within an upcoming Board meeting. Ms. Lewis will work with Board staff to determine a further training date.

ADMINISTRATOR REPORT

The Board Licensee reports were provided to members to review. Currently there are 581 active CRCFA licenses, 318 active NHA licenses and 185 active Dual licenses. The report included breakdowns of the Select Inactive licenses and pending application numbers. The Board's current account balance as of November 30, 2020 is \$278,545.95.

For the Board's information, Ms. Buttler provided members with summaries of current proposed legislation effecting the board and the long term care industry.

ELECTION OF OFFICERS

Ms. Buttler opened the floor for nominations of Board Chair.

Motion: To nominate Ms. Yetter to remain Board chair.
Birmingham/Doctor-Greenwade

Ms. Buttler requested any additional nominations. No further nominations were submitted and Ms. Yetter confirmed her acceptance of the nomination. Following a vote by the board members, Ms. Yetter was approved as Board Chair for 2021.

Ms. Yetter opened the floor for nominations of Board Vice-Chair.

Motion: To nominate Mr. Birmingham to remain Board vice-chair.
Schaper/Doctor-Greenwade

Ms. Yetter requested any additional nominations. No further nominations were submitted and Mr. Birmingham confirmed his acceptance of the nomination. Following a vote by the board members, Mr. Birmingham was approved as Board Vice-Chair for 2021.

APPLICANT APPEARANCE

c. Linda Buxton

Ms. Buxton appeared before the Board for an application hearing. She was not represented by counsel. Ms. Buttler attested to Ms. Buxton's identity 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.

Motion: To deny the application due to it being incomplete.
Doctor-Greenwade/Birmingham/approved.

Mr. Birmingham clarified that Ms. Buxton will need to attain the required work experience for licensure as a CRCFA, submit the documentation and then the Board will be able to process the application and make a determination. Mr. Birmingham further clarified the work experience must be in a community residential care facility under a licensed CRCFA.

PUBLIC COMMENTS

None.

ANNOUNCEMENT

Next Board Meeting date April 29, 2021.

ADJOURNMENT

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

The January 28, 2021, meeting of the S.C. Long Term Health Care Administrators Board adjourned at 11:25 a.m.

The next meeting of the S.C. Long Term Health Care Administrators Board is scheduled for April 29, 2021 via WebEx platform.