

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

9:30 a.m., April 29, 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
Megan Flannery, Office of Disciplinary Counsel
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
Jed Gines
Angela Richards
Patience Montgomery

CALL TO ORDER: Chairman Yetter called the meeting to order at 9:29 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

No absences.

APPROVAL OF MEETING MINUTES

Motion: To approve the minutes from the January 28, 2021 meeting.
Schaper/Slice/approved.

STAFF REPORTS

OIE Statistical Report

Ashley Bailey reported for the second quarter of 2021 to date, the Board opened two complaints and closed three cases.

IRC Report

Ms. Baily reported the IRC met on April 1, 2021. The IRC Report recommends three (3) cases for dismissal and two (2) for letters of caution.

Motion: To approve three (3) cases for dismissal
Birmingham/Doctor-Greenwade/approved.

Motion: To approve two (2) cases for letter of caution.
Birmingham/Doctor-Greenwade/approved.

ODC Report

Ms. Megan Flannery reported there are currently five (5) cases open: five (5) pending resolution with panel hearing possible for most.

APPLICANT APPEARANCE

a. Patience Montgomery

Ms. Montgomery 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.
Doctor-Greenwade/ Birmingham/approved.

Return to Public Session

Motion: For the Board to return to public session
Schaper/Birmingham/approved.

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

Motion: To approve the application by accepting the prior employment and allowing Ms. Montgomery to sit for the exams.
Schaper/Birmingham/approved.

- b. Angela Richards
Ms. Richards 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.
Schaper/Birmingham/approved.

Return to Public Session

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

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

Motion: To approve the application by accepting the prior employment and allowing Ms. Richards to sit for the exams.
Schaper/Doctor-Greenwade/approved.

- c. Jed Gines
Mr. Gines 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/Slice/approved.

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

Motion: To approve the application for provisional licensure by accepting the prior employment and allowing Mr. Gines to sit for the exams.
Birmingham/Doctor-Greenwade/approved.

ADMINISTRATOR REPORT

The Board Licensee reports were provided to members to review. Currently there are 80 active CRCFA licenses and 552 active in renewal licenses; 49 active NHA licenses and 289 active in renewal licenses; and 23 active Dual licenses and 180 active in renewal licenses. The report

included breakdowns of the Select Inactive licenses and pending application numbers. The Board's current account balance as of March 31, 2021 is \$225,279.43.

Ms. Buttler reported licensure renewals opened on April 1, 2021. A renewal notice was sent electronically to all who have verified their emails and paper renewal notices have been sent to those who did not. As a reminder of the 100% online, NAB approved CEs, a reminder notification was sent on April 20, 2021. Within the eblast is a link that takes the licensees to the Board website where the full notice is posted.

NEW BUSINESS

- a. Travel Approval: NAB Virtual Annual Meeting, June 9-11, 2021
Motion: To approve travel for two board members and the board administrator.
Yetter/Schaper/approved.
- b. Travel Approval: NAB Mid-Year Meeting, October 20-22, 2021 in Monterey, CA
Motion: To approve travel for two board members and the board administrator.
Birmingham/Slice/approved.
- c. Licensees Purchasing Insurance Policies on Residence
Motion: To go into executive session for legal advice with Ms. Buttler to remain.
Birmingham/Schaper/approved.

Motion: To return to public session.
Schaper/Slice/approved.

Ms. Lewis stated the topic came to the Board office via email inquiry and legal advice concerning the matter was discussed in executive session. Mr. Birmingham stated the Board did find it to be conflict of interest and encourages licensees to seek advice from a private attorney regarding agreement legitimacy. Ms. Doctor-Greenwade stated such practice may violate ethical boundaries and administrators need to seek legal advice to confirm the validity of the policy.

PUBLIC COMMENTS

None.

ANNOUNCEMENT

Next Board Meeting date July 22, 2021.

ADJOURNMENT

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

The April 29, 2021, meeting of the S.C. Long Term Health Care Administrators Board adjourned at 11:55 a.m.

The next meeting of the S.C. Long Term Health Care Administrators Board is scheduled for July 22, 2021.