

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

9:30 a.m., June 6, 2013
Synergy Business Park
110 Centerview Drive, Kingstree Building Room 108
Columbia, South Carolina

Thursday, June 6, 2013

Note: These minutes are a record of the motions and official actions taken by the Board and brief summary of the meeting.

1. Meeting Called to Order

Daniel R. McLeod, Jr., presiding Chairman, of Greenville, called the regular meeting of the Board of Long Term Health Care Administrators to order at 9:35 a.m. Other members present for the meeting included: David B. Buckshorn, Vice Chairman, of Greenwood, Nikki Robertson, of Columbia, and Julius B. Kinney, Jr., of Anderson, and Melvin K. Hiatt, of Fairfax .

Staff members participating in the meeting included: Stephanie Calhoun, Administrative Assistant, Lee Ann Bundrick, Board Administrator, Ashley Bailey, Investigator, Office of Investigations and Enforcement, Althea Myers, Chief Investigator, Office of Investigations and Enforcement, Pat Hanks, Legal Counsel, Office of General Counsel and Georgia Lewis, Advice Counsel.

Mr. McLeod announced that this meeting was 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.

2. Pledge of Allegiance

All present recited the Pledge of Allegiance.

3. Introduction of Board Members and All Other Persons Attending

Mr. McLeod introduced the members present.

4. Consideration of Excuses for Absences of Board Members

No excuse absences

5. Chairman's Remarks

There were no chairman remarks.

6. Administrator's Remarks

There were no administrator remarks

7. Approval of the Meeting Minutes

March 7, 2013 Board Meeting Minutes

MOTION

Mr. Kinney made a motion the Board approve the minutes of the March 7, 2013 Board meeting minutes. Mr. Buckshorn seconded the motion, which carried unanimously.

8. Compliance Report

Investigative Review Committee

Althea Myers presented the recommendations from the Investigative Review Committee meeting held on May 9, 2013.

Dismissals

MOTION

Mr. Buckshorn made a motion the Board approve the recommended dismissals. Mr. Kinney seconded the motion which carried unanimously.

Formal Complaints

MOTION

Mr. Kinney made a motion the Board approve the recommended formal complaints. Mr. Buckshorn seconded the motion which carried unanimously.

Letter of Caution

MOTION

Mr. Kinney made a motion the Board approve the recommended letter of caution. Ms. Robertson seconded the motion which carried unanimously.

Office of Investigations Report

Ms. Myers presented the report from the Office of Investigations.

Office of General Counsel Report

Mr. Hanks presented the Board with an overview of the cases in the Office of General Counsel. There are nineteen (19) open cases, twelve (12) pending action, three (3) Consent Agreement/Memorandum of Agreement, two (2) pending hearings, two (2) pending final orders and six (6) closed cases.

a. Consent Agreement-Case 2012-23

Motion

Mr. Buckshorn made a motion to accept the consent agreement. Ms. Robertson seconded the motion, which carried unanimously.

b. Consent Agreement-Case 2012-17

Motion

Mr. Kinney made a motion to accept the consent agreement. Mr. Buckshorn seconded the motion, which carried unanimously.

c. Consent Agreement-Case 2012-5

Motion

Mr. Kinney made a motion to accept the consent agreement. Ms. Robertson seconded the motion, which carried unanimously.

9. Committee Reports

Credentials Committee

The Board took the report of the Credentials Committee as information. The report shows six (6) nursing home administrators (NHA), ten (10) Community Residential Care Facility Administrators (CRCF), and two (2) dual candidates have been approved since May 30, 2013. The report shows two (2) NHA provisional licenses, three (3) CRCFA provisional licenses and zero (0) dual provisional license have been issued since May 30, 2013. It also shows two (2) nursing home administrators, four (4) community residential care administrators and one (1) dual administrator licensed between March 7, 2013 and May 30, 2013. Since January 1, 2013, three (3) nursing home administrators, six (6) community residential care administrators and one (1) dual administrator were licensed.

Education Committee

The Board took the report of the Education Committee as information. The report shows thirty-three (33) approved Sponsor CE applications, twenty-six (26) approved Administrator CE application between March 7, 2013 and May 30, 2013. The report shows that forty-six (46) approved Sponsor CE applications and eighty-six (86) approved Administrator CE application between January 1, 2013 and May 30, 2013.

AIT Committee

The Board took the AIT Committee report as information. The report shows four (4) AIT candidates currently being trained by AIT Preceptors. It also shows one (1) candidate who completed the program. There are currently 44 Preceptors in South Carolina.

a. AIT Committee-Preceptor Update

The Board took this update as information.

Mr. Kinney stated that he will get in contact with some of the nursing home companies to get their administrators to become AIT Preceptors.

10. Applicant Appearance(s)

Lenora Buckmon

Ms. Buckmon's application was presented to the board because she answered "yes" to the question on the application which states, "Have you ever been convicted or pled guilty or nolo contendere to any felony, misdemeanor, or crime of moral turpitude?"

Executive Session In

MOTION

Mr. Kinney made a motion to go into executive session for advice from counsel. Mr. Buckshorn seconded the motion which carried unanimously.

Execution Session Out

MOTION

Mr. Kinney made a motion to come out of executive session. Mr. Buckshorn seconded the motion which carried unanimously.

No votes were taken in executive session

MOTION

Mr. Kinney made a motion to not allow Ms. Buckmon to take the community residential care administrator exams do to the type of criminal background offence. It is recommended that she gets through the licensing process with the Nursing Board and then reapply. Details of the explanation are in the Board meeting transcript.

Leslie C. Fryar

Ms. Fryar's application was presented to the Board for reconsideration to practice as a nursing home administrator after being denied by Staff and the Credentials Committee.

MOTION

Mr. Kinney made a motion that Ms. Fryar be allowed to sit for the national and state nursing home administrator exams . Mr. Buckshorn seconded the motion which carried unanimously. Details of the explanation are in the Board meeting transcript.

Mary A. Jordan

Ms. Jordan's application was presented to the Board for reconsideration to practice as a nursing home administrator after being denied by Staff and the Credentials Committee.

Executive Session In

MOTION

Ms. Robertson made a motion to go into executive session for advice from counsel. Mr. Kinney seconded the motion, which carried unanimously.

Executive Session Out

MOTION

Mr. Kinney made a motion to come out of executive session. Ms. Robertson seconded the motion, which carried unanimously.

No votes were taken in executive session.

MOTION

Mr. Kinney made a motion that Ms. Jordan be denied to sit for the national and state nursing home administrator exams based on statute and regulation regarding minimum education and experience. Mr. Buckshorn seconded the motion, which carried unanimously.

John R. Powell

Mr. Powell's application was presented to the Board for reconsideration to practice as a nursing home administrator after being denied by the Credentials Committee.

MOTION

Ms. Robertson made a motion that Mr. Powell be allowed to sit for the national and state nursing home administrator exams. Mr. Kinney seconded the motion, which carried unanimously.

Susan B. Mitchell

Ms. Mitchell's application was presented to the Board for reconsideration to practice as a nursing home administrator after being denied by Staff and the Credentials Committee for not have a second area of experience as required by law.

MOTION

Mr. Kinney made a motion that Ms. Mitchell be allowed to sit for the national and state nursing home administrator exams. Mr. Hiatt seconded the motion, which carried unanimously.

Angela M. Collins

Ms. Collins' application was presented to the Board for reconsideration to practice as a community residential care facility administrator after being denied by Staff for not meeting the minimum education requirements as required by law.

Executive Session In

MOTION

Ms. Robertson made a motion to go into executive session for advice from counsel. Mr. Kinney seconded the motion, which carried unanimously.

Executive Session Out

MOTION

Mr. Kinney made a motion to come out of executive session. Ms. Robertson seconded the motion, which carried unanimously.

No votes were taken in executive session.

MOTION

Mr. Kinney made a motion that Ms. Collins not be allowed to sit for the national and state exams for community residential care facility administrator based on statute and regulation minimum education requirements.

11. Other New Business

Office of Finance Report

The Board reviewed the Financial Report. After some discussion it was taken as information.

Hearing Officer/Panel

Mr. Hanks said that other Board's have designated a small hearing panel of the Board or officer which could be one member of the Board to hear disciplinary cases. With the assistance of Ms. Lewis, the board could come up with a set of facts in which to make decisions on cases. A transcript of the hearing would be given to the Board to review and make decisions on cases based upon the information in the transcript. Further discussion ensued about this process. The Board decided it is best to have set dates for hearings between Board meetings instead of designating a hearing panel/officer at this time.

NAB Annual Meeting

Lee Ann Bundrick, Stephanie Calhoun and Nikki Robertson will attend the 2013 NAB Annual Meeting from June 11, 2013 to June 14, 2013.

Executive Session In

MOTION

Mr. Kinney made a motion to go into executive session for advice from counsel. Ms. Robertson made a motion to come out of executive session, which carried unanimously.

Public Comments

There were no public comments.

Executive Session Out

MOTION

Ms. Robertson made a motion to come out of execution session. Mr. Kinney seconded the motion which carried unanimously.

No votes were taken in executive session.

Adjourn

MOTION

Mr. Kinney made a motion to adjourn the meeting. Ms. Robertson seconded the motion, which carried unanimously.

The June 6, 2013 meeting of the SC Board of Long Term Health Care Administrators adjourned at 1:35 pm.