

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

9:30 a.m., December 12, 2013
Synergy Business Park
110 Centerview Drive, Kingtree Building Room 105
Columbia, South Carolina

Thursday, December 12, 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, Stefanie Corbett, of Columbia and Melvin K. Hiatt of Fairfax.

Staff members participating in the meeting included: Stephanie Calhoun, Administrative Assistant, Georgia L. Lewis, Advice Attorney, Office of Advice Counsel, Megan Flannery, Office of General Counsel, Ashley Bailey, Investigator, Office of Investigations and Enforcement, Enforcement, and Althea Myers, Chief Investigator, Office of Investigations and Enforcement,

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 Kingtree 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

There were no excused 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
September 5, 2013 Board meeting

MOTION

Mr. Kinney made a motion to approve the September 5, 2013 Board meeting minutes. Mr. Buckshorn seconded the motion which carried unanimously.

8. Old Business

Hearing Officer/Panel

Ms. Bundrick stated that Pam Dukes agreed to be the hearing officer for the Board to handle cases.

MOTION

Mr. Buckshorn made a motion to accept Pam Dukes as the hearing officer to handle Board cases. Mr. Kinney seconded the motion which carried unanimously.

9. New Business

Applicant Appearances

Tessie J. Bush

Ms. Bush appeared before the Board because she answered “yes” to the question on the application which states, “Have you ever been convicted of or pled guilty or nolo contendere to any felony, misdemeanor, or crime of moral turpitude?”

Executive Session In

MOTION

Ms. Robertson made a motion to go into executive session. Mr. Kinney seconded the motion which carried unanimously.

Executive Session Out

MOTION

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

MOTION

Mr. Kinney made a motion to approve Ms. Bush to sit for the national and state examinations. Mr. Buckshorn seconded the motion which carried unanimously. Ms. Robertson opposed.

10. Compliance Reports

IRC Recommendations

Ms. Althea Myers gave the Investigative Review recommendations.

Dismissals

MOTION

Mr. Kinney made a motion to approve the letters of dismissals. Mr. Buckshorn seconded the motion which carried unanimously.

Formal Complaints

MOTION

Ms. Robertson made a motion to approve the formal complaints. Mr. Buckshorn seconded the motion which carried unanimously.

Letters of Caution

MOTION

Mr. Buckshorn made a motion to approve the letters of caution. Mr. Hiatt seconded the motion which carried unanimously.

Office of Investigations Report

Ms. Althea Myers gave the OIE report.

Office of General Counsel Report

Ms. Flannery presented the Board with an overview of the cases in the Office of General Counsel. There are fifteen (15) open cases, thirteen (13) pending action, two (2) pending Consent Agreement/Memorandum of Agreements, and ten (10) closed cases.

12. Committee Reports

Credentials Committee

The Board took the report of the Credentials Committee as information. The report shows five (5) nursing home administrators (NHA), twelve (12) Community Residential Care Facility Administrators (CRCF), and two (2) Dual candidates have been approved since November 21, 2013. The report shows one (1) NHA provisional license, five (5) CRCFA provisional licenses and two (2) dual provisional licenses have been issued since November 21, 2013. It also shows nine (9) nursing home administrators, nine (9) community residential care administrators and one (1) dual administrator licensed between September 5, 2013 and November 21, 2013. Since January 1, 2013, twenty-two (22) nursing home administrators, twenty-six (26) community residential care administrators and two (2) dual administrators were licensed.

Education Committee

The Board took the report of the Education Committee as information. The report shows twenty-five (25) approved Sponsor CE applications, fifteen (15) approved Administrator CE application between September 5, 2013 and November 21, 2013. The report shows that one hundred one (101) approved Sponsor CE applications and one hundred twenty-three (123) approved Administrator CE application between January 1, 2013 and November 21, 2013.

AIT Committee

The Board took the AIT Committee report as information. The report shows ten (10) AIT candidates currently being trained by AIT Preceptors. It also shows one (1) candidate completed the program. There are currently 41 Preceptors in South Carolina.

AIT 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.

13. Other New Business

Election of 2014 Officers

MOTION

Mr. Kinney made a motion that the present officers remain in place. Mr. Buckshorn seconded the motion which carried unanimously.

2013 NAB Mid-Year Meeting

Nikki Robertson gave an overview of topics discussed at the meeting.

NAB Fiscal Year Proposed Budget

The Board reviewed the budget and took it as information.

NAB 2014 Elections

The Board reviewed the notice and took it as information.

2014 Board Meeting Dates

The Board reviewed the upcoming meeting dates. There was a conflict with the December 4, 2014 meeting date. Staff was instructed to see if another date was available to meet in December.

Proposed Chapter 10: Fee Placement Options

The Board reviewed the e-mail sent by Holly Pisarik, Agency director regarding the proposed Chapter 10 Fee placement.

MOTION

Mr. Buckshorn made a motion to allow the Board's fees to appear in Chapter 10 with a reference in regulation to Chapter 10 and LLR's website for the fees. Mr. Kinney seconded the motion which carried unanimously.

Work Experience

Stephanie Calhoun, staff, stated that the Statutes and Regulations do not state how far back experience will be accepted as meeting the requirements for NHA and CRCF. She asked for the Board's guidance on how far back staff is allowed to review and accept work experience for applicants.

MOTION

Mr. Kinney made a motion that staff be allowed to review experience within the past five years. Any applicant with experience beyond this timeframe will need to come before the Board. Mr. Buckshorn seconded the motion, which carried unanimously.

14. Public Comments

There were no public comments.

15. Adjournment

MOTION

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

The December 12, 2013 meeting of the SC Board of Long Term Health Care Administrators adjourned at 12:00 pm.