

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

9:30 a.m., December 1, 2011
Synergy Business Park
110 Centerview Drive, Kingstree Building Room 105
Columbia, South Carolina

Thursday, December 1, 2011

Note: These minutes are a record of the motions and official actions taken by the Board and brief summary of the meeting. A transcript of this meeting providing more detail will be available on the Board's website: www.llr.state.sc.us/pol/longtermhealthcare

1. Meeting Called to Order

Daniel R. McLeod, Chairman, of Greenville, called the regular meeting of the Board of Long Term Health Care Administrators to order at 9:30 a.m. Other members present for the meeting included: Melvin Ken Hiatt of Fairfax; Pam Dukes of Columbia, Marvin Hyatt, of Rock Hill; Julius B. Kinney, Jr., of Anderson and David Buckshorn, of Greenwood.

Staff members participating in the meeting included: Lee Ann Bundrick, RPh, Administrator; Stephanie Calhoun, Administrative Assistant; Jamie Saxon, Advice Attorney, Office of General Counsel; Georgia Lewis, Office of General Counsel; Pleas Faglie, Investigator, Office of Investigations; and Yolanda Rodgers, 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 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

Nikki Robertson was granted excused absence.

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 1, 2011

MOTION

Mr. Kinney made a motion the Board accept the minutes from the September 1, 2011 Board meeting. Mr. Hyatt seconded the motion which carried unanimously.

November 18, 2011

MOTION

Mr. Kinney made a motion the Board accept the minutes from the November 18, 2011 Conference Call meeting with corrections. Mr. Hyatt seconded the motion which carried unanimously.

8. Old Business

Alternate IRC Chair

Lisa Holloman was selected as the Alternate Investigative Review Chair. She will assume duties in the event there is a conflict of interest or the absence of the IRC Chair.

9. New Business

Committee Reports

Investigative Review Committee

Dismissals

MOTION

Mr. Kinney made a motion the Board accept the case dismissals. Mr. Hyatt seconded the motion which carried unanimously.

Formal Complaints

MOTION

Mr. Kinney made a motion the Board accept the formal complaints. Mr. Hyatt seconded the motion which carried unanimously.

Credentials Committee

The Board took the report of the Credentials Committee as information. The report shows 11 nursing home administrators (NHA), 10 Community Residential Care Facility Administrator (CRCF), and 3 dual candidates have been approved since November 18, 2011. It also shows that 5 NHA provisional licenses, 5 CRCFA provisional licenses and 2 dual provisional licenses have been issued since November 18, 2011.

Education Committee

The Board took the report of the Education Committee as information.

AIT Committee

AIT Committee Report

The Board took the AIT Committee report as information. The report shows one new preceptor has been certified since the last meeting. There are currently four candidates in the training course.

Mr. Kinney stated that the committee will meet in the near future to review AIT training curriculums from other states to determine how the program in South Carolina can improve.

Election of Officers

The Board elects new officers annually. The current officers are Daniel R. McLeod, Jr., Chair and David Buckshorn, Vice Chair.

MOTION

Mr. Kinney made a motion the Board keep the same officers. Mr. Hyatt seconded the motion which carried unanimously.

Recovering Professional Program-Update Abstinence Policy

MOTION

Mr. Kinney made a motion the Board defer discussion of the Recovering Professional Program Policy until the next meeting. Mr. Hyatt seconded the motion which carried unanimously.

2011 CE Audit

A random 10% CE audit was performed of all licensees September 21, 2011. There were 28 Nursing Home Administrators audited, 53 Community Residential Care Facility Administrators audited and 13 Dual Administrators audited. Upon completion of the audit, staff will meet again with the Credentials Committee to determine disciplinary actions for failed CE audits and report to the Board at its next meeting.

2012 Board Meeting Dates

The 2012 Board Meeting dates are March 8, 2012; June 7, 2012; September 6, 2012 and December 6, 2012.

MOTION

Ms. Dukes made a motion the Board accept the 2012 Board meeting dates. Mr. Kinney seconded the motion which carried unanimously.

10. Board Order

1. Beverly Goode Riley Case 2009-31 and 2009-32

MOTION

Mr. Kinney made a motion the Board accept the consent agreement. Mr. Hyatt seconded the motion which carried unanimously.

11. Reports From

Office of General Council Report

The Board took the report of the Office of General Council Report as information.

Office of Investigations Report

Ms. Rodgers presented the report from the Office of Investigations as information.

Financial Report

Ms. Bundrick presented the Financial Report and answered Board member questions.

12. Applicant Appearance(s) – Request to Retake Exam

Joseph A. Evans

Mr. Evans is petitioning the Board to allow him to take the national community residential care (CRCF) administrator licensing exam again after failing five times.

This proceeding was recorded by a court reporter in order to produce a verbatim transcript should one be necessary.

MOTION

Mr. Kinney made a motion the Board allow Mr. Evans to retake the national CRCF exam. Mr. Hyatt seconded the motion which carried unanimously.

Terry L. Hughes

Ms. Hughes is petitioning the Board to allow her to take the national community residential care (CRCF) administrator licensing exam again after failing three times.

This proceeding was recorded by a court reporter in order to produce a verbatim transcript should one be necessary.

MOTION

Mr. Kinney made a motion the Board allow Ms. Hughes to retake the national CRCF exam. Mr. Buckshorn seconded the motion which carried unanimously.

David Offor

Mr. Offor is petitioning the Board to allow him to take the national community residential care (CRCF) administrator licensing exam again after failing three times.

This proceeding was recorded by a court reporter in order to produce a verbatim transcript should one be necessary.

MOTION

Mr. Kinney made a motion the Board allow Mr. Offor to retake the national CRCF exam. Mr. Hyatt seconded the motion which carried unanimously.

13. Applicant Appearance(s) - Qualification Approval

Chad Alexander

Mr. Alexander's application was reviewed and denied by staff because it did not meet the CRCF requirements. Mr. Alexander is requesting that his education and experience be reviewed by the full Board.

This proceeding was recorded by a court reporter in order to produce a verbatim transcript should one be necessary.

Executive Session

MOTION

Mr. Kinney made a motion the Board go into executive session to discuss Mr. Alexander's application. Mr. Buckshorn seconded the motion which carried unanimously.

Return to Public Session

MOTION

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

MOTION

Mr. Kinney made a motion the Board allow Mr. Alexander to sit for the national and state CRCF exam after January 31, 2012, and that he continue his current employment. Mr. Buckshorn seconded the motion which carried unanimously.

14. Public Comments

No public comments were made during this meeting.

15. Adjournment

MOTION

Mr. Kinney made a motion that the meeting adjourn. Mr. Buckshorn seconded the motion which carried unanimously.

The Board meeting adjourned at 11:15am.

The next meeting of the SC Board of Long Term Health Care Administrators is scheduled for March 8, 2012.