

South Carolina Board of Long Term Health Care Administrators
9:30 a.m., Thursday, September 2, 2010
Synergy Business Park
Kingstree Building
110 Centerview Drive, Conference Room 108
Columbia, South Carolina

MINUTES

Call to Order

Dan McLeod, chairman, of Greenville, called the regular meeting of the Board of Long Term Health Care Administrators to order at 9:32 a.m. Other members present for the meeting included: Pam Dukes, of Columbia; Marvin Hyatt, of Rock Hill; Julius Kinney, Jr., of Anderson; and Nikki Robertson, of Little River.

Staff members participating in the meeting included: Lee Ann Bundrick, RPh, Administrator; Stephanie Calhoun, Administrative Assistant, Sheridan Spoon, Associate General Counsel; Sandra Dickert, Administrative Assistant; Dean Grigg, Hearing Officer; Yolanda Rodgers, Investigator, Office of Investigations and Enforcement; and James Saxon, Hearing Officer.

Public Notice

Mr. McLeod announced that this meeting was being 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.

Pledge of Allegiance

All present recited the Pledge of Allegiance.

Introduction of Board Members and All Other Persons Attending

Mr. McLeod introduced the Board members and staff.

Consideration of excuses for absences of Board Members

David Buckshorn, vice chairman, of Greenwood and Melvin Hiatt, of Fairfax were granted excused absences.

Adoption of Agenda

MOTION

Mr. Kinney made a motion the agenda be adopted as presented. Ms. Robertson seconded the motion, which carried unanimously.

Approval of the Meeting Minutes

March 4, 2010

Mr. Kinney made a motion the minutes of the March 4, 2010 meeting be approved. Mr. Hyatt seconded the motion, which carried unanimously.

July 19, 2010

MOTION

Mr. Hyatt made a motion the minutes of the July 19, 2010 meeting be approved. Mr. Kinney seconded the motion, which carried unanimously.

Chairman's Remarks

Mr. McLeod made no remarks at this time.

New Business

Committee Reports

Investigative Review Committee

The Investigative Review Committee met on May 19, 2010 and August 30, 2010. Ms. Rogers briefed the Board regarding the results.

May 19, 2010 IRC Meeting
Dismissals

MOTION

Mr. Kinney made a motion the Board approve the cases recommended for dismissal. Mr. Hyatt seconded the motion, which carried unanimously.

Formal Complaints

MOTION

Mr. Kinney made a motion the Board approve the cases recommended for formal complaint. Mr. Hyatt seconded the motion, which carried unanimously.

August 30, 2010 IRC Meeting
Dismissals

MOTION

Mr. Kinney made a motion the Board approve the cases recommended for dismissal. Mr. Hyatt seconded the motion, which carried unanimously.

Formal Complaints

MOTION

Mr. Kinney made a motion the Board approve the cases recommended for formal complaint. Mr. Hyatt seconded the motion, which carried unanimously.

Letters of Caution

MOTION

Mr. Kinney made a motion the Board approve the cases recommended for Letter of Caution. Ms. Robertson seconded the motion, which carried unanimously.

Office of General Counsel (OGC) Report

Ms. Gigi Lewis presented the Board with a report regarding the number of cases in OGC. As of September 1, 2010 there are two open cases, one which is pending a consent agreement or a Memorandum of Agreement and the other is a Board hearing. Both of these cases will be heard during today's meeting. She noted 17 closed cases were closed on or before January 1, 2009.

Credentials Committee

The Board received the Credentials Committee report as information.

Education Committee

The Board received the Education Committee report as information.

In-Service Approval Policy

Ms. Calhoun stated facilities are having a difficult time finding presenters for continuing education courses the administrator and staff. She went on to state in the past the Board would not allow facilities to presenter courses for facility staff without inviting the public.

MOTION

Mr. Kinney made a motion the Board change the policy to allow facilities to bring in presenters to gain continuing education without extending it to the public. Mr. Hyatt seconded the motion, which carried unanimously.

AIT Committee

AIT Committee Meeting

Mr. Kinney stated the AIT committee met in May 2010 to discuss preceptors. He noted Randy Lee of the SC Health Care Association and Vicky Moody met with the committee. He went on to say an individual who wanted to take the exam was having trouble finding a preceptor. He further stated the committee turned to the two largest associations in the state. He said the committee has not yet met again as a follow up to the May meeting. He also stated it is difficult for an individual to leave a job to receive training without pay. He will attempt to schedule another committee meeting prior to the December 2, 2010 Board meeting.

AIT Committee Report

The Board received the AIT Committee report as information. The report included the current AIT courses.

Violation of Consent Agreement

Mrs. Bundrick informed the Board that Connie P. Cochran had entered into a consent agreement with the Board in June 2008, which she has violated. She presented this as information only at this time.

Initial Licensure Prorated Fees and CE Hours

In 2009 the Office of Licensure and Compliance (OLC) made a decision for all Boards to renew licenses biennially. Since this decision has been made, the long term health care administrators' licensure fee as well as the continuing education hours will double for two years. There are applicants receiving their licenses during the second year of the renewal cycle and it would be unfair to charge those applicants the full fee for two years. Staff is recommending that as of July 1 of the second renewal cycle, that applicants be allowed to pay half of the initial license fee and obtain half of the continuing education hours.

MOTION

Mr. Kinney made a motion the Board accept staff's proposal to stay consistent. Ms. Dukes seconded the motion, which carried unanimously.

2010 NAB Annual Meeting Recap

Ms. Dukes and Ms. Robertson briefed the Board regarding the 2010 NAB annual meeting. Mrs. Dukes noted the biggest discussion included the number of complaints being received across the country. She also noted new officers were elected. She has been asked to serve as the vice chair of the State Regulatory Issues Committee. She said this committee assists in the modeling of regulations and statutes and recommends the best practices for licensure issues.

Ms. Robertson stated the Board is attempting to work with the colleges to become more involved with long term care.

2010 NAB Mid-Year Meeting

Mrs. Bundrick stated the NAB mid-year meeting will be held in Arizona November 10-12, 2010. She asked that any member wishing to attend this meeting contact staff in order that the appropriate documentation may be submitted.

Ms. Robertson asked that a staff member attend this meeting.

News Article-Violation of State Meeting Laws

Mrs. Bundrick stated the news article was being presented to the Board as information.

Applicant Appearance(s)-Qualification Approval

Kristi A. Esposito

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

Ms. Esposito's application is before the Board because the Credentials Committee determined that her combination of education and experience must be reviewed by the Board. Her application for a dual application had been denied and she is now applying for a NHA license.

Mr. Kinney stated the Board feels Ms. Esposito is very close in her education and experience and encouraged her to seek guidance in

MOTION

Mr. Kinney made a motion Ms. Esposito not be allowed to take the exam at this time. Ms. Robertson seconded the motion, which carried unanimously.

Beverly K. Foraker

Ms. Foraker contacted staff and asked that she be rescheduled for the December 2, 2010 meeting.

Cheryl L. Jones

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

Ms. Jones' application is before the Board because the Credentials Committee determined that her combination of education and experience must be reviewed by the full Board.

MOTION

Mr. Kinney made a motion the Board allow Ms. Jones to sit for the nursing home administrator's exam. Mr. Hyatt seconded the motion, which carried unanimously.

Alaina Paxton

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

Ms. Paxton's application is before the Board because the Credentials Committee determined that her combination of education and experience must be reviewed by the full Board.

Ms. Paxton did not appear during this meeting.

David Offer

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

Mr. Offer's application is before the Board because the Credentials Committee determined that her combination of education and experience must be reviewed by the full Board.

MOTION

Mr. Kinney made a motion the Board approve Mr. Offer to sit for the exam. Ms. Robertson seconded the motion, which carried unanimously.

Amy Propst

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

Ms. Propst's application is before the Board because the Credentials Committee determined that she must clarify her experience in community residential care before the Board since documents of experience were unattainable.

MOTION

Mr. Kinney made a motion the Board approve Ms. Propst to sit for the exam. Ms. Dukes seconded the motion, which carried unanimously.

Nakehya L. Stanton

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

Ms. Stanton's application is before the Board because the Credentials Committee determined that her combination of education and experience must be reviewed by the full Board.

MOTION

Mr. Kinney made a motion the Board approve Ms. Stanton to take the exam. Mr. Hyatt seconded the motion, which carried unanimously.

Applicant Appearance(s)-Qualification Approval-Retake Examination(s)

Carole Bridges

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

Ms. Bridges is petitioning the Board to allow her to take the national community residential care administrator licensure examination again after failing three times.

MOTION

Mr. Kinney made a motion Ms. Bridges be given the opportunity to retake the exam once; once, she has provided either educational training in the areas of organizational management, physical environment management and business financial environment or that she has located an individual who is more current in the regulation or is knowledgeable of the exam and that the individual review the three components with Ms. Bridges and that the individual write and submit a letter stating the she is confident she has a good understanding of those practices in which she has failed to be submitted to Ms. Stephanie Calhoun who has the authority of the Board to

allow Ms. Bridges to sit for the exam. Mr. Hyatt seconded the motion, which carried unanimously.

James Hammett, Jr.

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

Mr. Hammett is petitioning the Board to allow him to take the national community residential care administrator licensure examination again after failing three times.

MOTION

Mr. Kinney made a motion Mr. Hammett be given the opportunity to sit for the exam the fourth time with the understanding and requirement that he speak with an individual who has recently taken the exam or an administrator who is knowledgeable about the federal exam who will write a letter under his pen that says he has discussed with Mr. Hammett the portions of physical environment management and business financial management and the administrator is confident Mr. Hammett has a good understanding of those practices as an administrator. The letter is to be submitted to Ms. Stephanie Calhoun who has the authority of the Board to allow Mr. Hammett to sit for the exam. Mr. Hyatt seconded the motion, which carried unanimously.

Public Comments

No public comments were made during this meeting.

Memorandum of Agreement

Gene E. Jones

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

This matter was continued to the December 2, 2010 meeting.

Hearing(s)

Case # 2008-33 – Joyce Gregory

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

MOTION

Mr. Kinney made a motion that Ms. Gregory pay a fine of \$1,000 plus \$502.00 toward administrative and investigative costs within ninety days of receipt of the order and that she be publicly reprimanded. Ms. Robertson seconded the motion, which carried unanimously.

Adjournment

MOTION

There being no further business to be discussed at this time, Mr. Kinney made a motion the meeting be adjourned. Ms. Robertson seconded the motion, which carried unanimously.

The September 2, 2010 meeting of the SC Board of Long Term Health Care administrators adjourned at 7:26 p. m.