

South Carolina Board of Long Term Health Care Administrators
9:30 a.m., Thursday, December 4, 2008
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 9:35 a.m. Other members present for the meeting included: David Buckshorn, vice chairman, of Greenwood Pam Dukes, of Columbia; Julius Kinney, Jr., of Anderson and Brown McCallum, of Summerville.

Staff members participating in the meeting included: Lee Ann Bundrick, RPh, Administrator; Stephanie Calhoun, Administrative Assistant, Sharon Dantzler, Associate General Counsel; Sandra Dickert, Administrative Assistant; Mark Dorman, Investigator, Office of Investigations and Enforcement; P. C. Faglie, Office of Investigations and Enforcement; Jamie Saxon, Hearing Advice Attorney; 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.

Pledge of Allegiance

All present recited the Pledge of Allegiance.

Consideration of excuses for absences of Board Members

All Board members were present

Adoption of Agenda

MOTION

McCallum made a motion the Board adopt the agenda. Mr. Buckshorn seconded the motion, which carried unanimously.

Approval of the September 3, 2008 Meeting Minutes

MOTION

Mr. Kinney made a motion the Board approve the minutes of the September 3, 2008 meeting as presented. Mr. McCallum seconded the motion, which carried unanimously.

Chairman's Remarks:

1. Advisory Opinions, If Needed, Office of General Counsel
2. Legislative Update, If Needed, Legislative Liaison Office

There were no advisory opinions given during this meeting.

Mrs. Dantzler stated pre-filing of draft legislation would begin this week. She asked the Board members to contact staff if they become aware of any bills they would like to have tracked.

A brief discussion ensued regarding budget cuts affecting state government.

Administrator's Remarks, For Information

1. 2008 NAB Mid Year Meeting Highlights

Mrs. Bundrick presented the members with the highlights of the 2008 NAB mid year meeting.

2. The Citizen Advocacy Center Membership Invitation

Mrs. Bundrick presented the members with a membership invitation to the Citizen Advocacy Center.

MOTION

Mr. Kinney made a motion the Board table this matter. Mr. McCallum seconded the motion, which carried unanimously.

New Business

Committee Reports

1. Investigative Review Committee

Mrs. Yolanda Rogers, Investigator, reviewed the IRC report from the November 13, 2008 committee meeting. She noted there were a total of 13 cases which included two voluntary relinquishments, one held for further investigation, five cases that were dismissed as a result of the resolution guidelines, one case dismissed due to no violation of the practice act, two cases are being recommended for formal complaints, and two cases the committee is recommending for dismissal with letters of caution.

MOTION

Mr. McCallum made a motion the Board approve the five cases on the IRC report as presented. Mr. Buckshorn seconded the motion. Mr. McCallum amended the motion to approve the first five cases on page one. Mr. Kinney seconded the amended motion, which carried unanimously.

MOTION

Mr. Kinney made a motion the Board approve the dismissals on the resolution guidelines report, with the exception of number two, which is to be referred back to the committee. Mr. McCallum seconded the motion, which carried unanimously.

MOTION

Mr. Kinney made a motion the committee which reviewed the resolution guidelines (Mr. Buckshorn, Mr. Kinney, Ms. Rogers, Mrs. Bundrick, and Ms. Calhoun) have another meeting to again review the resolution guidelines. Mr. McCallum seconded the motion, which carried unanimously.

Mrs. Bundrick asked that Ms. Benson be included in the meeting.

2. Credentials Committee

Mr. McCallum presented the members with the credentials committee report. He noted there are slightly more licensees than last year.

3. Education Committee

Mr. Hiatt presented the members with the report from the Education Committee.

4. AIT Committee

Mr. Buckshorn stated there is one individual, Thomas Osborne, undergoing the AIT process.

5. Election of Officers

MOTION

Mr. McCallum made a motion the current slate of officers remain in place. Mr. Kinney seconded the motion, which carried unanimously.

MOTION

Mr. Kinney made a motion the Board reaffirm the IRC appointee, Mrs. Benson. Mr. Buckshorn seconded the motion, which carried unanimously.

Discussion ensued regarding the board membership and liability of Board actions.

6. Exam Use Agreement

Mrs. Bundrick stated it is time for the Board to review and approve the NAB exam agreement.

MOTION

Mr. McCallum made a motion the Board approve the NAB exam use agreement. Ms. Dukes seconded the motion, which carried unanimously.

Applicant Appearance(s)-Qualification Approval

1. Clifton D. Biddix

Mr. Biddix's license application is before the Board after being denied by staff and the Credential Committee for not meeting the minimum educational requirements for a NHA license.

This proceeding was recorded by a court reporter in order to produce a verbatim transcript if requested in accordance with the law.

MOTION

Mr. McCallum made a motion the Board approve Mr. Biddix to sit for the exam based on clarification of the documentation.

2. Shannon Holley

Shannon Holley's license application is before the Board does not meet the minimum education requirement for a CRCF license. However, she is requesting the Board consider her diploma in medical office receptionist in combination with her CRCF experience.

This proceeding was recorded by a court reporter in order to produce a verbatim transcript if requested in accordance with the law.

MOTION

Mr. Kinney made a motion the Board take this matter to executive session. Mr. Buckshorn seconded the motion, which carried unanimously.

MOTION

Mr. Buckshorn made a motion the Board not allow Ms. Holley take the exam at this time. Mr. McCallum seconded the motion, which carried unanimously.

3. Sarah W. Shearer

Sarah W. Shearer's license application is before the Board for reconsideration after being denied by staff and the Credentials Committee for not meeting the experience requirements. The Board established other combinations of education and experience such as successful completion of at least 48 college credit hours and at least two years of CRCF work experience.

This proceeding was recorded by a court reporter in order to produce a verbatim transcript if requested in accordance with the law.

MOTION

Mr. Kinney made a motion the Board allow Ms. Shearer to sit for the exam. Mr. Buckshorn seconded the motion, which carried unanimously.

4. Susan F. Shipman

Susan Shipman's license application is before the Board because she does not meet the minimum education requirements for a CRCF license. Therefore, she is requesting the Board accept her experience in lieu of the educational requirements.

This proceeding was recorded by a court reporter in order to produce a verbatim transcript if requested in accordance with the law.

MOTION

Mr. McCallum made a motion the Board take this matter to executive session. Mr. Buckshorn seconded the motion, which carried unanimously.

MOTION

Mr. Buckshorn made a motion the Board not allow Ms. Shipman' take the exam at this time. Mr. McCallum seconded the motion, which carried unanimously.

Applicant Appearance(s)-Qualification and Background Approval

5. Kerry A. Waters

Kerry A. Waters NHA license application is before the Board due to a consent order issued by the North Carolina Board of Nursing Home Administrators.

This proceeding was recorded by a court reporter in order to produce a verbatim transcript if requested in accordance with the law.

MOTION

Mr. Kinney made a motion the Board take this matter to executive session. Mr. McCallum seconded the motion, which carried unanimously

MOTION

Mr. Kinney made a motion Ms. Waters be given the opportunity to take the exam. Mr. Buckshorn seconded the motion, which carried unanimously.

Public Comments

No public comments were made during the December 4, 2008 meeting.

Mrs. Dukes asked that she be recused from participating and voting in the consent agreements and the hearings as she is familiar with the cases.

Present Consent Agreement(s)

1. Melissa Gordon

Ms. Kimberly Gertner, of Boykin & Davis, presented the consent agreement on Melissa Gordon.

MOTION

Mr. Kinney made a motion the Board accept the consent agreement regarding Melissa Gordon. Mr. McCallum seconded the motion, which carried unanimously.

2. Dianne Wright

Ms. Kimberly Gertner, attorney with Boykin & Davis, presented the consent agreement on Dianne Wright.

MOTION

Mr. Kinney made a motion the Board accept the consent agreement regarding Dianne Wright. Mr. Buckshorn seconded the motion, which carried unanimously.

Disciplinary Hearings

1. Robert Hilsen

This proceeding was recorded by a court reporter in order to produce a verbatim transcript if requested in accordance with the law.

MOTION

2. Rhonda Sturkie

Ms. Vance stated Ms. Sturkie was not present for this meeting and had asked that this hearing be continued.

MOTION

Mr. Kinney made a motion the Board approve the continuance of this hearing. Mr. Buckshorn seconded the motion, which carried unanimously.

3. Connie Altamirano

This proceeding was recorded by a court reporter in order to produce a verbatim transcript if requested in accordance with the law.

MOTION

Mr. McCallum made a motion the Board enter executive Session. Mr. Kinney seconded the motion, which carried unanimously.

MOTION

Mr. Buckshorn made a motion the Board enter executive session. Mr. McMillan seconded the motion, which carried unanimously.

MOTION

Mr. McMillan made a motion revoke the license of Connie Altamirano. Mr. Buckshorn seconded the motion, which carried unanimously.

4. Melissa Pate

Ms. Vance stated Ms. Pate was not present for this meeting and had asked that this hearing be continued.

MOTION

Mr. Kinney moved the Board approve the continuance of this hearing. Mr. McCallum seconded the motion, which carried unanimously.

5. Maryann Shareef

This proceeding was recorded by a court reporter in order to produce a verbatim transcript if requested in accordance with the law.

MOTION

6. Mazie Graham

This proceeding was recorded by a court reporter in order to produce a verbatim transcript if requested in accordance with the law.

MOTION

Adjournment for December 4, 2008

MOTION

The December 4, 2008 meeting of the SC Board of Long Term Health Care Administrators adjourned at 3:30 p.m.