

**LLR - BOARD OF LONG TERM HEALTH CARE ADMINISTRATORS**  
**Synergy Business Park, Kingtree Building**  
**110 Centerview Drive, Kingtree Building, Room 111**  
**Columbia, South Carolina 29210**

**MINUTES**

**WEDNESDAY, MARCH 8, 2006**

**9:00 AM**

Dan McLeod, Jr., Vice Chairman, of Greenville, called the regular meeting of the Long Term Health Care Administrators to order at 9:10 a.m. Other members present for the meeting included: David Buckshorn, of Greenville; Leon Frishman, of Columbia; Melvin Hiatt, of Fairfax; and Brown McCallum, of Summerville.

Merry Ann Gaddy, Chairperson, of Charleston, was granted an excused absence. Julius Kinney, Jr., of Anderson, was not present for the meeting.

Staff members participating during the meeting included: Stephanie Calhoun, Administrative Assistant and Tom Porter, Inspector. LLR employees participating during the meeting included: Sandra Dickert, Administrative Assistant; Yolanda, Rogers, Investigator, of the Office of Investigations and Enforcement; Sheridan Spoon, LLR-Office of General Counsel; Wayne Whitworth, Investigator, Office of Investigations and Enforcement; and Rick Wilson, Deputy General Counsel, Office of General Counsel.

**WELCOME AND CALL TO ORDER**

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 Kingtree Building.

**APPROVAL OF MINUTES**

December 7, 2005

**MOTION**

Mr. McCallum moved the minutes of the December 7, 2005 meeting be approved as presented. Mr. Buckshorn seconded the motion. Mr. Hiatt noted he was absent from the last meeting; however, he is listed as being present. The motion carried to approve the minutes as amended.

**COMMITTEE REPORTS**

Executive Committee

This committee had no report.

Investigative Review Committee

Cases for Dismissal

**MOTION**

Mr. McCallum moved to approve the IRCs recommendation in regard to the six cases for dismissal. The motion was seconded by Mr. Buckshorn and unanimously carried.

Formal Complaints

**MOTION**

Mr. McCallum made a motion, seconded by Mr. Buckshorn and unanimously carried, that the Board approve the IRCs recommendation regarding the five cases for formal complaints.

Letters of Caution

**MOTION**

Mr. McCallum moved the Board approve the IRCs recommendation regarding the five cases for letter of caution. Mr. Buckshorn seconded the motion, which carried unanimously.

#### Credentials Committee

Mr. McCallum presented the committee report. He stated the report shows the number of individuals licensed.

#### Education Committee

Mr. Hiatt presented the committee report and called attention to the various number of sponsor and administrator approved applications. He also called attention to the upcoming courses in the near future.

#### AIT Committee

This committee had no report.

### ADMINISTRATOR'S REPORT

#### Nursing Home AIT Update

Mr. Porter stated currently there are three preceptors and one individual, Mr. Matthew Staub from Agape Nursing in Lexington, who just finished preceptor training.

The Board briefly discussed conducting a campaign for AIT preceptors. It was suggested that the Board could refer this topic to the AIT Committee. It was also suggested that a flyer be mailed seeking preceptors.

#### NAB Regional Conference Call January 24, 2006

Mr. Buckshorn stated during the conference call on January 24, 2006 the NAB discussed endorsement agreement signed by the SC Board of Long Term Health Care Administrators. He noted NAB would be mailing a survey regarding the Code of Ethics survey. He indicated NAB was impressed with the South Carolina Board's Code of Ethics and several states asked how does the Board make an individual sign this. Ms. Calhoun stated it is not a requirement, however, it is part of the application process. She noted that she has not had anyone call to disagree with it. Mr. Buckshorn stated the call included a brief discussion of fees and went on to say the marketing committee discussed residential care administrators and standards, which vary greatly. He said there are several states looking to lower standards for residential care administrators. He noted there are only five or six states, including South Carolina, which requires an applicant successfully pass the national exam. He further stated there were approximately 15 individuals participating in the conference call meeting.

Ms. Calhoun briefly explained the endorsement agreement. She stated Ms. Dantzer had reviewed the agreement and had some words changed which would better benefit the Board on a legal basis. She went on to say an individual from another state applying for licensure in South Carolina must be in good standing from the other state, meet the NAB scores and meet the South Carolina requirements. She further stated South Carolina was already meeting some of the requirements contained in the agreement.

Mr. Buckshorn stated he feels it is important for a board member to go to the meetings.

#### Legislative Update

Mr. Porter stated the House 3M committee met February 14, 2006 to discuss the bill to allow the ex officio member voting rights. He noted the bill passed favorably out of the meeting.

#### NPDB-HIPDB-Data Bank

Mr. Porter stated the last meeting included discussion on how to monitor administrators with disciplinary action and an enclosed article explains how that can and does happen. He continued by saying the article also explains how the Board can join the NPDB-HIPDB data bank.

Ms. Calhoun stated the Board has participated with this data bank in the past but is not currently participating. She went on to say the data bank could be used by the Board to compile disciplinary information on an administrator or to go to the databank to research disciplinary information on an administrator applying for licensure in South Carolina.

**MOTION**

Mr. McCallum moved the Board entertain the possibility of registering with the data bank and to bring the information to the Board at the next meeting. Mr. Buckshorn seconded the motion, which carried unanimously.

**UNFINISHED BUSINESS**

Newsletter

Ms. Calhoun asked the members how they would like to handle the newsletter. Mr. McCallum suggested having a single sheet listing new licensees and a status report on pending bills. Mr. Frishman stated the newsletter used to include upcoming courses. It was also suggested the newsletter include disciplinary actions.

Ms. Calhoun stated the newsletters are no longer mailed, but are placed on the Board's web page.

**MOTION**

Mr. McCallum moved the Board post the newsletter twice a year. The motion carried by consensus.

Mr. McCallum stated he referred an individual to the Board who was participating in AIT training, but did not participate in the prescribed AIT training. He went on to say he believes that any training that is not Board approved AIT training is not acceptable and should be rejected unless the individual provides a huge amount of documentation as to what was learned. He said he sees no reason to refer that type of situation to the credentials committee since the individual would have to appear before the Board.

**LICENSE APPLICATIONS**

Larinda P. Cooley

Ms. Cooley did not appear at this meeting.

**MOTION**

Mr. McCallum moved the Board not consider this application until Ms. Cooley makes a personal appearance before the Board. Mr. Buckshorn seconded the motion, which carried unanimously.

Jerri Johnson

**MOTION**

Mr. McCallum moved Ms. Johnson be allowed to take the exam. Mr. Buckshorn seconded the motion, which carried unanimously.

Sarah Moody

Ms. Moody did not appear at this meeting.

Theresa L. Pepe

**MOTION**

Mr. McCallum made a motion, seconded by Mr. Buckshorn and unanimously carried, that the Board allow Ms. Pepe sit for the exam.

Mary L. Katio

**MOTION**

Mr. Buckshorn moved the Board allow Ms. Katio to move forward with this application. Mr. McCallum seconded the motion, which carried unanimously.

Susan V. Breazeale

**MOTION**

Mr. McLeod recused himself from participating in this matter and turned the meeting over to Mr. McCallum.

**MOTION**

Mr. Buckshorn moved that the Board recommend Ms. Breazeale move forward with the exam and be issued a license contingent upon ratification of the Board. Mr. Hiatt seconded the motion. The motion carried.

Michelle Santilli

**MOTION**

Mr. McCallum moved the Board allow Ms. Santilli be allowed to sit for the exam. Mr. Buckshorn seconded the motion, which carried unanimously.

**NEXT MEETING**

June 7-8, 2006 SCDLLR, Room 111

The next meeting of the SC Board of Long Term Health Care Administrators is scheduled for June 7-8, 2006 and will be held at the Board's offices located at the SC Department of Labor, Licensing and Regulation, Synergy Business Park, Conference Room 111, 110 Centerview Drive, Columbia.

**HEARINGS**

Lonell Phaire

This matter was recorded by a certified court reporter so that an official transcript may be obtained should one be necessary.

Dean Kohlepp

Mr. Frishman recused himself from participating in this matter.

Mr. Spoon stated Mr. Kohlepp has settled his case and signed a consent order. The Board was briefed on the consent order

**MOTION**

Mr. McCallum moved the Board accept this consent agreement. Mr. Buckshorn seconded the motion, which carried unanimously.

**ADJOURN**

There being no further business at this time,

The March 8, 2006 meeting adjourned at