

SOUTH CAROLINA BOARD OF LONG TERM HEALTH CARE ADMINISTRATOR
Teleconference Board Meeting Minutes
January 27, 2022 at 9:30 A.M.

Public notice of this meeting was properly posted at the S.C. Board of Long Term Health Care Administrators office, Synergy Business Park, Kingstree Building, and on the board website and provided to all requesting persons, organizations, and news media in compliance with Section 30-4-80 of the South Carolina Freedom of Information Act. Members of the public wishing to attend may do so by telephone. The telephone number and access code are provided on the posted agenda.

BOARD MEMBER PRESENT

Melissa Yetter, Chairperson
William Birmingham, Vice Chair
Tim Slice
Elizabeth Schaper
Bentley White
Sarah Doctor-Greenwade

SCLLR STAFF PRESENT

Donnell Jennings, Esq., Office of Advice Counsel
Meredith Buttler, Administrator
Jacquelyn White, Program Coordinator
Amanda Branham, Chief Investigator, Office of Investigations
Jennifer Hollis, Office of Investigations
Rowland Alston, Esq., Office of Disciplinary Counsel
Byron Ray, Office of Investigations
David Escalante, Office of Investigations
Ashley Bailey, Office of Investigations
Doris Cochran, Office of Investigations
Lolei Bristow, Office of Investigations
Sonya Morse, Office of Investigations
Bianca Smith, Office of Investigations

PRESENT

Nadine Garrett, Court Reporter
Jacqueline Mintz,

CALL TO ORDER: Melissa Yetter, Chair called the meeting to order at 9:31 a.m.

APPROVAL OF AGENDA

Ms. Buttler informed the application hearing listed on the agenda should've been removed due to resolution of the matter.

Motion: Motion to approve the agenda as amended.
Schaper/Birmingham/Approved.

INTRODUCTION OF BOARD MEMBERS

Each board member introduced themselves.

APPROVAL OF ABSENT BOARD MEMBERS

None

APPROVAL OF BOARD MEETING MINUTES

Motion: To approve July 22, 2021 Board Meeting minutes.
Birmingham/Schaper/Approved.

STAFF REPORTS

Office of Investigation and Enforce Statistical Report

Ms. Branham reported from October 7, 2021 to January 20, 2022 there were nine (9) complaints received, eight (8) cases opened, zero (0) cases closed and eight (8) active investigations.

Investigative Review Committee Report

Ms. Branham reported the IRC met on September 30, 2021 and December 16, 2021. The IRC recommends five (5) cases for dismissals.

Motion: To approve the five (5) cases for dismissal.
Slice/Doctor-Greenwade/Approved.

Ms. Branham reported there are two (2) letters of caution (Reconsideration).

Motion: To approve the two (2) cases for letters of caution
Birmingham/Doctor-Greenwade/Approved.

Ms. Branham reported there are eleven (11) formal complaints.

Motion: To approve the eleven (11) formal complaints.
Doctor-Greenwade/Schaper/Approved.

Office of Disciplinary Counsel

Mr. Rowland Alston reported there are currently five (5) cases open, three (3) pending and zero (0) appeals.

DISCIPLINARY HEARING

2018-30 MOA

The respondent appeared before the Board for a closed Memorandum of Agreement Hearing.

Respondent was not represented by counsel and was sworn in by the court reporter. Disciplinary hearings are recorded by a certified court reporter in the event a verbatim transcript is necessary.

Motion: To enter into an executive session to seek legal advice.
Schaper/Slice/Approved.

Motion: To come out of executive session.
Schaper/Birmingham/Approved.

Motion: To issue Letter of Caution.
Slice/Birmingham/Approved.

REPORTS

Ms. Doctor-Greenwade presented on a report on the 2021 NAB Mid-Year Meeting which took place October 20-22, 2021 in Monterey, CA. NAB celebrated its 50th anniversary at the meeting. One of the major areas of concerns were CE sponsors give hour credits to people who had completed the course in significantly less time. NAB is reviewing all sponsors and has removed one already who is not in compliance.

Administrator Report

Ms. Buttler reported there are 582 active CRCFA, 31 inactive licenses, 321 active NHA licenses, 15 inactive licenses, 187 active Dual licenses, 12 inactive licenses.

The Board's current case balance as of December 31, 2021 is \$306,336.77.

NEW BUSINESS

a. Clarification of Live Streamed CE Courses

Ms. Yetter requested the Board review how it is to classify live-streamed continuing education courses. Ms. Yetter stated many of the conferences were continuing to be held via WebEx and Zoom. The Board discussed credit to attendees who have a computer presence but not actively attending. The Board agreed to include "live-streamed" courses as live CEs. Previously recorded courses are online.

b. Approval Direct Resident Care Definition

Tabled until next meeting.

c. Approval of CE Broker Tracking System and Activation Plan.

Ms. Buttler provided the Board with a preliminary plan for CE Broker implementation. Licenses will be encourage to activate their free account by June 30, 2022.

Motion: To approve the CE Broker plan as presented.
Birmingham/Doctor-Greenwade/Approved.

d. Travel Approval: 2022 Annual Meeting, June 8-10, 2022

Motion: To approve travel for two board members and the board administrator.
Birmingham/Schaper/Approved.

ELECTION OF OFFICERS

Ms. Buttler opened the floor for nominations of Board Chair.

Motion: To nominate Melissa Yetter as Chair.
Birmingham/Schaper/Approved.

Motion: To nominate William Birmingham as Vice Chair.
Mr. Birmingham declined.

Motion: Sarah Doctor-Greenwade nominated as Vice Chair.
Birmingham/Schaper/Approved.

PUBLIC COMMENTS

None

NEXT MEETING

The next upcoming Board Meeting is scheduled for April 28, 2022

ADJOURNMENT

Motion: To Adjourn.

Birmingham/Doctor-Greenwade/Approved.

The Board meeting was adjourned at 11:29 am.