

**SOUTH CAROLINA LONG TERM HEALTH CARE ADMINISTRATORS
BOARD MEETING MINUTES**

April 28, 2023 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.

BOARD MEMBERS PRESENT:

Melissa Yetter, Chairperson
Sara Doctor-Greenwade, Vice Chairperson
Elizabeth Schaper
Edward Burton

SCLLR STAFF PRESENT:

Joseph Epting, Office of Advice Counsel
Sherri Butterbaugh, Office of Disciplinary Counsel
Tracy Adams, Administrator
Jacquelyn White, Program Coordinator I
Amanda Branham, Office of Investigations and Enforcement
Ashley Bailey
Rose McCoy
NaTasha Mitchell
Jennifer Hollis

PRESENT:

Nadine Garrett, Court Reporter
LaTasha Scott
Ty'ree Bush
Shakeshia Young
Jeffrey Bardo
Elizabeth Bardo
Grant Dixon
Benton Collins
Mark Millet

CALL TO ORDER: Melissa Yetter, Chairperson called the meeting to order at 9:30 a.m.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Motion: To approve the agenda.

Doctor-Greenwade/Schaper/Approved.

INTRODUCTION OF BOARD MEMBERS AND OTHERS

All board members introduced themselves.

APPROVAL OF EXCUSED ABSENCES

Motion: To excuse William Birmingham.
Schaper/Burton/Approved.

APPROVAL OF MEETING MINUTES

Motion: To approve January 26, 2023 Board Meeting minutes.
Burton/Schaper/Approved.

REPORTS

Office of Investigations and Enforcement (OIE) Statistical Report:

Ms. Branham reported for the period of January 03, 2023 through April 18, 2023. The statistical report provided twenty-two (22) complaints received, sixteen (16) cases opened, thirteen (13) cases closed and has sixteen (16) active investigations.

Investigative Review Committee (IRC) Report:

Ms. Branham reported the committee met April 28, 2023.

Motion: To accept the six (6) cases for dismissal.
Doctor-Greenwade/Schaper/Approved.

Motion: To accept the five (5) cases for Formal Complaint.
Schaper/Burton/Approved.

Office of Disciplinary Counsel (ODC) Report:

Ms. Butterbaugh reported there were eleven (11) open cases and one (1) pending closure. Since January 12, 2023, there have been zero (0) cases closed. Since January 1, 2022, there have been zero (0) closed and zero (0) appeals.

APPLICATION HEARING

- a. Ms. LaTasha Scott appeared before the Board for reexamination request. She was not represented by counsel and was sworn in by the court reporter. Application hearings are recorded by a certified court reporter in the event a verbatim transcript is necessary.

Motion: To enter an executive session for legal advice.
Doctor-Greenwade/Schaper/Approved.

Motion: To return to public session.
Doctor-Greenwade/Schaper/Approved.

Motion: To approve the request for reexamination.
Schaper/Doctor-Greenwade/Approved.

- b. Ms. Ty'ree Bush appeared before the Board for reexamination request. She was not represented by counsel and was sworn in by the court report. Application hearings are recorded by a certified court reporter in the event a verbatim transcript is necessary.

Motion: To approve the request for reexamination.
Doctor-Greenwade/Schaper/Approved.

- c. Ms. Shakeshia Young appeared before the Board for reexamination request. She was not represented by counsel and was sworn in by the court reporter. Application hearings are recorded by certified court reporter in the event a verbatim transcript is necessary.

Motion: To approve the request for reexamination.
Doctor-Greenwade/Schaper/Approved.

- d. Mr. Jeffrey Bardo appeared before the Board for examination request. He was not represented by counsel. Mrs. Elizabeth Bardo was a witness on behalf of Mr. Bardo. Both were sworn in by the court reporter. Application hearings are recorded by certified court reporter in the event a verbatim transcript is necessary.

Motion: To enter an executive session for legal advice. Ms. Adams was asked to remain.
Schaper/Burton/Approved.

Motion: To return to public session.
Schaper/Doctor-Greenwade/Approved.

Motion: To enter an executive session for legal advice.
Schaper/Burton/Approved.

Motion: To return to public session.
Schaper/Burton/Approved.

Motion: To be allowed to sit for the exam and granted a provisional license.
Doctor-Greenwade/Schaper/Approved.

- e. Mr. Grant Dixon appeared before the Board for examination request. He was not represented by counsel. Mr. Benton Collins and Mr. Mark Millet were witnesses on behalf of Mr. Dixon. All individuals were sworn in by the court reporter. Application

hearings are recorded by certified court reporter in the event a verbatim transcript is necessary.

Motion: To enter an executive session for legal advice. Ms. Adams was asked to remain.
Schaper/Burton/Approved.

Motion: To return to public session.
Schaper/Doctor-Greenwade/Approved.

Motion: To be allowed to sit for the exam and approve the AIT.
Burton/Doctor-Greenwade/Approved.

REPORT

Administrator's Report:

Ms. Adams reported to date, the Board has 579 active CRCFA licenses, 527 CRCFA active in renewal licenses, 329 active NHA licenses, 344 NHA active in renewal licenses, 181 active Dual licenses, 73 active AIT NHA registrations, 10 active AIT LCR registrations and 89 active Preceptors. At present there are 31 inactive CRCFA licenses, 15 inactive NHA licenses, and 8 inactive Dual licenses. Additionally there are 10 provisional CRCFA licenses and 1 provisional NHA license.

The Board's current cash balance as of March 31, 2023 is \$266,007.50.

Ms. Adams will contact CE Broker due to a discrepancy in the number of Administrators.

OLD BUSINESS

Conferences

Motion: To allow an additional staff member to attend a NAB Conference
Schaper/Doctor-Greenwade/Approved.

Motion: To allow NaTasha Mitchell, Investigator to attend SCALA Conference.
Schaper/Burton/Approved.

NEW BUSINESS

a. Legislation Update

Ms. Doctor-Greenwade reported represented for the Board at the Senate hearing on April 27, 2023. The Senate did not discuss the bill at that time, but is scheduled to be passed in May 2023.

b. FARB Conference

Motion: To allow Ms. Adams to attend the FARB Conference.

Schaper/Burton/Approved.

Ms. Yetter had to step out the meeting for an emergency phone call. Ms. Doctor-Greenwade continued the meeting.

PUBLIC COMMENTS

No public comments

NEXT MEETING

July 27, 2023 at 9:30 am

ADJOURNMENT

Motion: To adjourn.

Schaper/Burton/Approved.

The meeting was adjourned at 12:36 pm.