

SOUTH CAROLINA BOARD OF LONG TERM HEALTH CARE ADMINISTRATORS
AIT TASK FORCE MINUTES

May 30, 2024 at 10:30 AM – WebEx

This meeting was held via teleconference via WebEx.

1. Meeting Called to Order

Ms. Melissa Yetter, Chairperson called the meeting to order at 10:34 a.m.

Other Board members present were:

- Sarah Doctor-Greenwade, Vice Chairperson
- Edward Burton

LLR staff present:

- Tara Nixon, Esq., Advice Counsel
- Patrice Deas, Board Executive
- Theresa Brown, Program Director

Others present:

- Melody Bailey - SCALA
- Heather Turnage - SCALA

Ms. Patrice Deas reported the purpose of the AIT Task Force is to discuss some processes on how it can be easier for applicants to submit their information as well as assist staff when reviewing applications as they come in.

2. Administrator-in-Training Program Requirements

The members of the Task Force discussed proposed changes to the AIT Program. Topics included: a minimum number of hours for each category in the AIT program, proposed hours for each category for dual AIT participants, and modification of existing requirements based on the needs and experience of each AIT candidate.

It was recommended to have a Board member or staff do site visits, specifically one visit for 6-month programs and two visits for 9-month programs in accordance with current Board policy. It was suggested to look at this practice and discuss further at a later date.

Next meetings scheduled June 14, 2024, at 10:30 am and June 27, 2024, at 10:00 am.

3. Adjournment

Sarah Doctor-Greenwade made a motion to adjourn the meeting at 11:40 am. Edward Burton seconded the motion and it carried.