

**SOUTH CAROLINA BOARD OF LONG TERM HEALTH CARE ADMINISTRATORS
DISCIPLINARY RESOLUTION GUIDELINE TASK FORCE MINUTES**

May 29, 2025 at 11:30 AM - WebEx
110 Centerview Drive, Kingstree Building
Columbia, South Carolina 29210

This meeting was held using video and teleconference. Members of the public who wished to attend did so by telephone or the internet. For telephone or internet logon information, they emailed contact.lthca@llr.sc.gov.

1. Meeting Called to Order

Melissa Yetter, Chairperson, called the meeting to order at 11:35 am.

- Melissa Yetter
- Sara Doctor-Greenwade

LLR Staff Present:

- Patrice Deas, Board Executive
- Tara Nixon, Esq., Advice Counsel
- Tajuana Hall, Program Coordinator
- Sherrie Butterbaugh, Esq., ODC
- Jennifer Stillwell, Program Manager II
- Theresa Brown, Program Director

2. Disciplinary Resolution Guidelines

The members of the Board discussed sanctions and resolutions for first, second, and third offenses. The discussion included the use of time limits for sanctions and probation, when an LOC or public reprimand should be utilized and verbiage when referencing the individuals housed in the facility. A vote for the approval of the Disciplinary Resolution Guidelines will be made at the next meeting on July 24, 2025.

3. Adjournment

The meeting adjourned at 12:33 pm.