

MINUTES
South Carolina Board of Long Term Health Care Administrators
Board Meeting

9:30 a.m., March 7, 2018
Synergy Business Park
110 Centerview Drive, Kingstree Building Room 204
Columbia, South Carolina

Note: These minutes are a record of the motions and official actions taken by the Board and brief summary of the meeting.

MEETING CALLED TO ORDER

Daniel R. McLeod, Jr., announced that this meeting was 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 Kingstree Building.

Daniel R. McLeod, Jr., Chairman, of Greenville, called the meeting of the Board of Long Term Health Care Administrators to order at 9:31 a.m. Other members present for the meeting included: Julius Sonny Kinney, Jr. of Anderson, Timothy Slice of Chapin, Sarah D. Doctor-Greenwade of Columbia, David Buckshorn of Greenwood, Melissa Yetter of Simpsonville and Shelly Kelly of Columbia.

Staff members participating in the meeting included: April Koon, Board Administrator, Kathy Burgess, Program Coordinator I and Georgia Lewis, Office of Advice Counsel.

PLEDGE OF ALLEGIANCE

All present recited the Pledge of Allegiance.

CONSIDERATION OF EXCUSES FOR ABSENCES OF BOARD MEMBERS

Ken Hiatt received an excused absence.

MOTION

Mr. Kinney made a motion to accept the excused absences. Ms. Yetter seconded the motion, which carried unanimously.

APPROVAL OF AGENDA

MOTION

Mr. Kinney made a motion to accept the approval of the agenda. Mr. Slice seconded the motion, which carried unanimously.

APPROVAL OF MEETING MINUTES

December 7, 2017 Minutes

MOTION

Mr. Kinney made a motion to accept the approval of the minutes for December 7, 2017. Mr. Slice seconded the motion, which carried unanimously.

IRC RECOMMENDATIONS AND OFFICE OF INVESTIGATIONS REPORT

Mr. Jason Haynes, Chief Investigator for the Office of Investigations, presented the OIE Statistical Report and the recommendations from the Investigative Review Committee (IRC). There were seven (7) dismissals, three (3) formal complaints and one (1) letter of caution.

MOTION

Mr. Kinney made a motion to accept the recommendations from the IRC for the seven (7) dismissals. Ms. Yetter seconded the motion, which carried unanimously.

MOTION

Mr. Kinney made a motion to accept the recommendations of the IRC for the (3) three formal complaints. Mr. Buckshorn seconded the motion, which carried unanimously.

MOTION

Mr. Kinney made a motion to accept the recommendations of the IRC for the one (1) Letter of Caution. Mr. Buckshorn seconded the motion, which carried unanimously.

OFFICE OF DISCIPLINARY COUNSEL REPORT

Mr. Jason Haynes presented the ODC Report. There are eight (8) open cases, two (2) cases pending action, one (1) case pending Consent Agreement or Memorandum of Agreement, one (1) case is pending a new OIE case, and four (4) cases are pending scheduling. Two (2) cases have been closed since January 1, 2018.

For informational purposes only. No votes were taken.

APPLICANT APPEARANCES

Due to a conflict of interest, Ms. Sarah Doctor-Greenwade recused herself during the applicant hearing for Mr. Dennis Caldwell.

Dennis Caldwell

Mr. Caldwell appeared before the Board to ask the Board to approve reinstatement of his lapsed Dual license.

MOTION

Mr. Kinney made a motion to go into executive session for legal advice. Ms. Yetter seconded the motion, which carried unanimously.

MOTION

Mr. Kinney made a motion to go back into open session. Mr. Buckshorn seconded the motion, which carried unanimously.

MOTION

Mr. Kinney made a motion to allow Mr. Caldwell to reinstate his license. Ms. Yetter seconded the motion, which carried unanimously.

Ms. Sarah Doctor-Greenwade returned to the Meeting.

Prinscillia Sumpter

Ms. Sumpter appeared before the Board to ask the Board to consider her application to take the exams for the Nursing Home Administrators license.

MOTION

Ms. Yetter made a motion to deny the application as it stands. Mr. Kinney seconded the motion, which carried unanimously.

The Board recommended Ms. Sumpter to obtain employer references and a background check to complete her file.

Elizabeth Whittington

Ms. Whittington appeared before the Board to request the Board to approve her application to take the exams for the Community Residential Care Facility Administrators license.

MOTION

Mr. Kinney made a motion to go into executive session for legal advice. Mr. Buckshorn seconded the motion, which carried unanimously.

MOTION

Mr. Kinney made a motion to go back into open session. Mr. Buckshorn seconded the motion, which carried unanimously.

MOTION

Mr. Slice made a motion to allow Ms. Whittington to proceed with the exams for the Community Residential Care Facility Administrators license. Mr. Buckshorn seconded the motion, which carried unanimously.

NEW BUSINESS

Continuing Education Audit Discussion; CE Broker with Dylan Sitterle

Mr. Sitterle explained the benefits of using CE Broker for the maintenance of Continuing Education for the Board of Long Term Health Care Administrators. He gave a brief presentation to the Board members and answered questions regarding the implementation of CE Broker to the Board of Long Term Health Care Administrators.

Consent Agreement Guidelines for late renewal

Ms. Koon asked the Board to consider establishing a Consent Agreement guideline for licensees who do not renew on time and continue to practice. After a brief discussion, the Board postponed their assessment for the June Board meeting.

ADMINISTRATORS REPORT

Ms. Koon presented the Board with the finance reports for informational purposes only. No votes were taken.

Ms. Koon presented the minutes from the November 27, 2017 CRCFA AIT Committee Meeting.

MOTION

Ms. Doctor-Greenwade made a motion to accept the minutes from the November 27, 2017 CRCFA AIT Committee Meeting. Ms. Yetter seconded the motion, which carried unanimously.

Ms. Koon reminded the Board members of the State Ethics Commission Statement of Economics Interest Report and the deadline of March 30, 2018 to file their individual reports.

The Board held an Election of Officers

MOTION

Mr. Buckshorn made a motion to elect Mr. Daniel McLeod as Chair. Mr. Slice seconded the motion, which carried unanimously.

MOTION

Mr. Kinney made a motion to elect Ms. Yetter as Vice Chair. Mr. Buckshorn seconded the motion, which carried unanimously.

Ms. Koon advised the Board of the 2018 meeting dates for June 27, 2018, September 5, 2018 and December 6, 2018.

PUBLIC COMMENTS

There were no comments from the public.

ANNOUNCEMENT

Next Board Meeting date June 27, 2018.

ADJOURNMENT

The meeting adjourned at 12:40 p.m.

MOTION

Mr. Buckshorn made a motion to adjourn the meeting at 12:40 p.m. Ms. Yetter seconded the motion which carried unanimously.