

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

9:30 a.m., December 7, 2017
Synergy Business Park
110 Centerview Drive, Kingtree Building Room 202-13
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 Kingtree Building.

Daniel R. McLeod, Jr., Chairman, of Greenville, called the meeting of the Board of Long Term Health Care Administrators to order at 9:38 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 and Melissa Yetter of Simpsonville.

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

David Buckshorn, Shelly Kelley and Ken Hiatt received an excused absence.

MOTION

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

APPROVAL OF AGENDA

MOTION

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

APPROVAL OF MEETING MINUTES

July 11, 2017 and October 12, 2017 Minutes

MOTION

Mr. Kinney made a motion to accept the approval of the minutes for both July 11, 2017 and October 12, 2017. Mr. Slice seconded the motion, which carried unanimously.

IRC RECOMMENDATIONS AND OFFICE OF INVESTIGATIONS REPORT

Due to a conflict of interest, Ms. Yetter recused herself from the IRC Recommendations and Office of Investigations Report.

Mr. Haynes presented the OIE Statistical Report and the recommendations from the Investigative Review Committee. There were fourteen (14) dismissals, two (2) cease and desist, two (2) formal complaints and two (2) letters of caution.

MOTION

Mr. Kinney made a motion to accept the recommendations from the IRC for the fourteen (14) dismissals. Mr. Slice seconded the motion, which carried unanimously.

MOTION

Mr. Kinney made a motion to accept the recommendations from the IRC for the two (2) Cease and Desists. Ms. Doctor-Greenwade seconded the motion, which carried unanimously.

MOTION

Ms. Doctor-Greenwade made a motion to accept the recommendations of the IRC for the formal complaints. Mr. Slice seconded the motion, which carried unanimously.

MOTION

Mr. Slice made a motion to accept the recommendations of the IRC for the two (2) Letters of Caution. Ms. Doctor-Greenwade seconded the motion, which carried unanimously.

Ms. Yetter returned to the Board Meeting

OFFICE OF DISCIPLINARY COUNSEL REPORT

Megan Flannery presented the ODC Report. There are nine (9) open cases, one (1) case pending action, two (2) cases are pending Consent Agreements or Memorandum of Agreements, three (3) cases are pending Board hearings, one (1) case is pending a new OIE case, and two (2) cases are pending scheduling. Fourteen (14) cases have been closed this year.

NATIONAL ASSOCIATION OF LONG TERM HEALTH CARE BOARDS (NAB) HSE CREDENTIAL DISCUSSION WITH RANDY LINDNER

Mr. Randy Lindner, president and CEO of the National Association of Long Term Health Care Boards, presented a slide show to the Board to introduce the Health Services Executive (HSE) qualification. This program will allow our most talented administrators to practice along the continuum of health services and supports while enjoying portability of their HSE License. NAB offers two distinct qualifying pathways: the Career Pathway and the Education Pathway.

Mr. Lindler also informed the Board about the newly launched CE registry allowing administrators to track their certificates and spoke about the AIT Preceptor Training program.

The presentation was for informational purposes only; no votes were taken.

APPLICANT APPEARANCES

Matthew Caldwell

Mr. Caldwell appeared before the Board to ask the Board to approve reinstatement of his lapsed Community Residential Care Facility Administrators license.

MOTION

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

MOTION

Mr. Slice made a motion to go back into open session. Ms. Yetter seconded the motion, which carried unanimously.

MOTION

Ms. Yetter made a motion to allow Mr. Caldwell to reinstate his license with the condition that he complete 36 hours of Continuing Education by June 30, 2018. Ms. Doctor-Greenwood seconded the motion, which carried unanimously.

Kim Duncan

Ms. Duncan appeared before the Board to request to retake the national community residential care administrator licensing exam after multiple failed attempts.

MOTION

Mr. Kinney made a motion to allow Ms. Duncan to retake the national community residential care administrator exam. Ms. Doctor-Greenwade seconded the motion, which carried unanimously.

The Board recommended Ms. Duncan to obtain the new study material.

Queinton McClintock

Mr. McClintock appeared before the Board to request the Board to reinstate his lapsed Nursing Home Administrators license.

MOTION

Mr. Slice made a motion to go into executive session for legal advice. Ms. Doctor-Greenwade seconded the motion, which carried unanimously.

MOTION

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

MOTION

Ms. Yetter made a motion to allow Mr. McClintock to reinstate his license with the condition that he complete 20 hours of Continuing Education by June 30, 2018. Ms. Doctor-Greenwood seconded the motion, which carried unanimously.

Verona Roberts

Ms. Roberts appeared before the Board to request reinstatement of her Community Residential Care Facility Administrators Provisional 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. Slice made a motion to go back into open session. Ms. Yetter seconded the motion, which carried unanimously.

MOTION

Ms. Doctor-Greenwade made a motion to deny Ms. Roberts request for a provisional license. Ms. Yetter seconded the motion, which carried unanimously.

The Board recommended Ms. Roberts apply for the Community Residential Care Facility Administrators license and sit for the exams.

DISCIPLINARY HEARINGS

Case #2016-4

MOTION

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

MOTION

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

MOTION

Mr. Slice made a motion to accept the MOA; Violations of regulations 40-35-110 (2) and (4); Public Reprimand, Probation until June 30, 2018 and Fine of \$500.00 per violation to be paid in 90 days. Ms. Yetter seconded the motion, which carried unanimously.

Case #2013-40

MOTION

Mr. Kinney made a motion to accept the recommendations from the hearing officer for a revocation of the license. Ms. Doctor-Greenwade seconded the motion, which carried unanimously.

Case#2015-60- Consent Agreement

MOTION

Mr. Kinney made a motion to accept the Consent Agreement. Mr. Slice seconded the motion, which carried unanimously.

OLD BUSINESS

Students Specific NHA AIT Program Approval Letters for MUSC, Winthrop University and Lander University to implement a program to allow students interested in becoming Nursing Home Administrators the opportunity to receive training in a nursing home facility in South Carolina.

MOTION

Ms. Yetter made a motion to approve the letters as written. Mr. Kinney seconded the motion, which carried unanimously.

NEW BUSINESS

The Board discussed a Proposed Hearing Officer recommendation for Alan Hughes.

MOTION

Ms. Yetter made a motion to approve the hearing officer recommendation. Mr. Kinney seconded the motion, which carried unanimously.

ADMINISTRATORS REPORT

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

Ms. Koon presented the Board with the minutes from the CRCFA AIT Committee Meeting held on October 24, 2017.

MOTION

Mr. Kinney made a motion to accept the minutes from the October 24, 2017 CRCFA AIT Committee Meeting. Ms. Yetter seconded the motion, which carried unanimously.

Ms. Koon questioned the Board regarding section 40-35-40E of the South Carolina Code of Laws for the Long Term Health Care Administrators Board (An applicant for a nursing home administrator license or a community residential care facility administrator license shall provide a current credit report before initial licensure.) Ms. Koon stated that this law has not been implemented in our applications as a requirement and confirmed with the Board that the requirement is in the law and must be a part of the application process moving forward. This was for informational purposes only and no votes were taken.

Ms. Koon presented the Board with the following meeting dates for approval:
SCARCH Conference- April, 2018 and September, 2018
SC Health Care Association Conference –April 2018
NAB Annual Meeting and Mid-Year Meeting- June 2018 and November 2018

MOTION

Mr. Kenny made a motion to approve two staff members to attend the SCARCH Conference in April 2018 and September 2018, the SC Health Care Association Conference in April, 2018, the NAB Annual Meeting in June, 2018 and the NAB Mid-Year Meeting in November, 2018. Ms. Yetter seconded the motion, which carried unanimous.

MOTION

Mr. Slice made a motion to approve up to two Board Members to attend the NAB Annual Meeting in June, 2018 and the Mid-Year Meeting in November 2018. Ms. Doctor-Greenwood seconded the Motion, which carried unanimously.

PUBLIC COMMENTS

There were no comments from the public.

ANNOUNCEMENT

Next Board Meeting date March 7, 2018

ADJOURNMENT

MOTION

Mr. Kinney made a motion to adjourn the meeting at 1:07 p.m. Ms. Doctor-Greenwood seconded the motion which carried unanimously.