

Alabama Board of Examiners of Assisted Living Administrators
Regular Board Meeting & Public Hearing

Date: Thursday, April 11, 2013
Time: 10:00 a.m.

Place: 5921 Carmichael Road
Montgomery, AL

Members Present: Ms. Sherry Stone
Mr. Deloye Burrell
Ms. Vivian Readus
Ms. Ginger Fletcher
Ms. Dale Law

Members Absent: Ms. Bettye Bambarger
Ms. Rita VanDyke
Ms. Cindy Lewis
Dr. Regina Harrell

Others Present: Ms. Amy Findley, Executive Director
Bettie Carmack, Attorney General Representative

Call to Order: The called meeting of the Board was called to order at 10:00 a.m. by Chair, Sherry Stone.

Agenda: Deloye Burrell motioned to approve the agenda as submitted, Dale Law seconded the motion. There was no discussion and the motion was unanimously approved by, Dale Law, Deloye Burrell, Vivian Readus, Ginger Fletcher, and Sherry Stone.

Board Meeting Minutes from 02/07/2013: Ginger Fletcher motioned to approve the February 7, 2013 minutes as submitted, Deloye Burrell seconded the motion. There was no discussion and the motion was unanimously approved by, Dale Law, Deloye Burrell, Vivian Readus, Ginger Fletcher, and Sherry Stone.

Pine Needle Place: Amy Findley gave the board a brief description regarding the Pine Needle Place administrator situation. Pine Needle wants their old administrator to be able to get licensed ASAP.

Melissa Stringer let her license expire August 2007 for a career change. Melissa can't show proof of one year full time experience within the last 2 years. Although Melissa has still been employed at Pine Needle since she left, it has not been full time.

Cecil Rainey, Owner of Pine Needle Place and Melissa Stringer joined the meeting at 10:11am.

Mr. Rainey stated Pine Needle has had 4 administrators in the last year. Mr. Rainey gave a brief overview of their past administrators. Mr. Rainey asked the Board if there is anything they can do to speed up the process of Melissa getting her license.

Mr. Rainey stated he has been working at Pine Needle since January 2012 overseeing the operations, helping with the Plan of Corrections etc.

Sherry Stone told Mr. Rainey since he has been there since January and can show proof of his employment, and then he should sit for the exam. Mr. Rainey stated he would get his application in to the BOEALA so that he can get his license.

Applications for Review:

PM – The application for PM was presented to the Board for review.

Sherry Stone motioned to enter into Executive Session at 10:32am for approximately 10 minutes, Dale Law seconded the motion. There was no discussion and the motion was unanimously approved by Dale Law, Deloye Burrell, Vivian Readus, Ginger Fletcher, and Sherry Stone.

Deloye Burrell motioned to exit Executive Session at 10:39am, Sherry Stone seconded the motion. There was no discussion and the motion was unanimously approved by Dale Law, Deloye Burrell, Vivian Readus, Ginger Fletcher, and Sherry Stone.

PM entered the joined the meeting at 10:40am. Amy Findley told PM her application was fine and she would be able to sit for the upcoming exam.

LN – The application for LN was presented to the Board for review.

Vivian Readus motioned to enter into Executive Session at 10:41am for approximately 10 minutes, Ginger Fletcher seconded the motion. There was no discussion and the motion was unanimously approved by Dale Law, Deloye Burrell, Vivian Readus, Ginger Fletcher, and Sherry Stone.

Ginger Fletcher motioned to exit Executive Session at 10:56am, Vivian Readus seconded the motion. There was no discussion and the motion was unanimously approved by Dale Law, Deloye Burrell, Vivian Readus, Ginger Fletcher, and Sherry Stone.

LN joined the meeting at 10:59am.

LN did not know charges were on her record. Amy Findley gave LN a copy of her background check.

Adult Day Care's are not licensed by anyone. Therefore, LN does not meet the criteria to sit for the administrator's exam.

LM – The application for LM was presented to the Board for review.

Deloye Burrell motioned to enter into Executive Session at 11:23am for approximately 10 minutes, Ginger Fletcher seconded the motion. There was no discussion and the motion was unanimously approved by Dale Law, Deloye Burrell, Vivian Readus, Ginger Fletcher, and Sherry Stone.

Vivian Readus motioned to exit Executive Session at 11:28am, Deloye Burrell seconded the motion. There was no discussion and the motion was unanimously approved by Dale Law, Deloye Burrell, Vivian Readus, Ginger Fletcher, and Sherry Stone.

Deloye Burrell motioned to decline the application of LM for giving false information on his application, Ginger Fletcher seconded the motion. There was no discussion and the motion was unanimously approved by Dale Law, Deloye Burrell, Vivian Readus, Ginger Fletcher, and Sherry Stone.

LM may reapply but needs to submit true information on the application.

Policy on Recorded Board Minutes: The current policy is that recorded board minutes are permanent records. The BOEALA may request a policy change to make them temporary records.

Discussion was held.

The audio minutes will be saved on the BOEALA computer as Audio Minutes and will be saved by date. There will not be a link on the website for audio minutes, but the public may request a copy.

If the current recorder does not sound good, Amy Findley will purchase a new one.

Deloye Burrell motioned that the audio minutes policy match the written minutes policy which will make the audio minutes a permanent record, Ginger Fletcher seconded the motion. There was no discussion and the motion was unanimously approved by Dale Law, Deloye Burrell, Vivian Readus, Ginger Fletcher, and Sherry Stone.

CEUs: ALAA CEU Request – Frank Holden submitted a letter requesting the 09/30/13 licensees have their CEU deadline extended until the end of October due to ALAA having to change the date of the Fall Conference due to hotel construction.

Amy Findley mailed a letter to the 09/30/13 licensees in March telling them of this possible change in dates.

Discussion was held.

Sherry Stone motioned to deny the request made by ALAA, Vivian Readus seconded the motion. There was no discussion and the motion was unanimously approved by Dale Law, Deloye Burrell, Vivian Readus, Ginger Fletcher, and Sherry Stone.

Covenant Hospice CEU Request – Covenant hospice sent Amy Findley a request to change the topic of a request already submitted, the speaker will stay the same.

This has never happened before and Amy Findley wanted the board to review it.

Discussion was held.

Ginger Fletcher motioned to deny the request made by Covenant Hospice, the CEU request needs to be submitted 30 days prior just like a new request, Sherry Stone seconded the motion. There was no discussion and the motion was unanimously approved by Dale Law, Deloye Burrell, Vivian Readus, Ginger Fletcher, and Sherry Stone.

CEU Audit – Amy Findley reported on her first CEU audit. It will be April 18 in Birmingham, the sponsor is Senior Care Pharmacy.

Board Member Term Expiration Dates – Amy Findley reported on the upcoming Board Member Term expiration dates.

Vivian Readus, Rita VanDyke, Ginger Fletcher, Cindy Lewis and Deloye Burrell all expire 04/18/13.

Rita VanDyke is the only person who can not serve another term.

Discussion was held.

Everyone else would like to be reappointed.

Amy Findley will write a letter to ALAA so they can submit the information to the Governor's office.

Test Scores – Amy Findley reported on the current test scores.

The Investigative Committee is receiving a lot of complaints from ADPH surveys. The committee is noticing the administrators being complained about didn't do well on their exams.

Discussion was held.

Deloye Burrell motioned to submit rule change to change the passing test score to 85% effective January 1, 2014, Effective July 1, 2014, the passing test score will be 90% on both Section A & B exams, Ginger Fletcher seconded the motion. There was no discussion and the motion was unanimously approved by Dale Law, Deloye Burrell, Vivian Readus, Ginger Fletcher, and Sherry Stone.

Discussion was held regarding forming a committee to look at possibly changing the requirements to sit for the exam.

Vivian Readus motioned to form a committee to go over the requirements for exams, Sherry Stone seconded the motion. There was no discussion and the motion was unanimously approved by Dale Law, Deloye Burrell, Vivian Readus, Ginger Fletcher, and Sherry Stone.

The requirements committee will consist of: Amy Findley, Ginger Fletcher, Deloye Burrell and Cindy Lewis.

The board would also like to request input from ALAA.

Budget – Amy Findley presented the board with the BOEALA budget.

Internship for Review – Amy Findley presented the board with an Internship for JF. SP would be the preceptor.

Vivian Readus motioned to approve the internship of JF, Deloye Burrell seconded the motion. There was no discussion and the motion was unanimously approved by Dale Law, Deloye Burrell, Vivian Readus, Ginger Fletcher, and Sherry Stone.

Sherry Stone motioned to adjourn the meeting at 12:56pm, Deloye Burrell seconded the motion. There was no discussion and the motion was unanimously approved by, Dale Law, Deloye Burrell, Vivian Readus, Ginger Fletcher, and Sherry Stone.

Approved by: _____
Sherry Stone, Chair

Prepared by: _____
Amy Findley, Executive Director

No one attended the public hearing