

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

Date: Thursday, October 10, 2013  
Time: 10:00 a.m.

Place: 5921 Carmichael Road  
Montgomery, AL

Members Present: Mr. Renee Barnard  
Ms. Vivian Readus  
Ms. Dale Law  
Ms. Bettye Bambarger  
Ms. Ginger Fletcher  
Ms. Martha Stokes  
Ms. Sherry Stone

Members Absent: Ms. Cindy Lewis

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

**Call to Order:** The regular meeting of the Board was called to order at 10:08 a.m. by Chair, Sherry Stone.

**Agenda:** Amy Findley asked that Renee Barnard reading the Board member oath be added after the Approval of Agenda..

Dale Law motioned to approve the agenda with the above changes, Sherry Stone seconded the motion. There was no discussion and the motion was unanimously approved by, Sherry Stone, Renee Barnard, Vivian Readus, Dale Law, Bettye Bambarger, Ginger Fletcher, and Martha Stokes.

**Board Member Oath:** Amy Findley introduced Renee Barnard, she has been appointed by the Governor with today being her first board meeting.

Renee Barnard read the board member oath.

**Board Elections:** Pursuant to the statute requirement of annually electing a chair and vice chair at the first meeting of the Board held after October 1, Vivian Readus motioned to elect Ginger Fletcher as Chairman, Sherry Stone seconded the motion. There was no discussion and the motion was unanimously approved by, Sherry Stone, Renee Barnard, Vivian Readus, Dale Law, Bettye Bambarger, Ginger Fletcher, and Martha Stokes.

Dale Law motioned to elect Renee Barnard as the Vice-Chair, Bettye Bambarger seconded the motion. There was no discussion and the motion was unanimously approved by, Sherry Stone, Renee Barnard, Vivian Readus, Dale Law, Bettye Bambarger, Ginger Fletcher, and Martha Stokes.

**Application for Review:** The application of MW was presented to the board for review.

Amy Findley gave the board a brief report.

Sherry Stone motioned to enter Executive Session at 10:15am for approximately 15 minutes, Bettye Bambarger seconded the motion. There was no discussion and the motion was unanimously approved by, Sherry Stone, Renee Barnard, Vivian Readus, Dale Law, Bettye Bambarger, Ginger Fletcher, and Martha Stokes.

Dale Law motioned to exit Executive Session at 10:29am, Sherry Stone seconded the motion. There was no discussion and the motion was unanimously approved by, Sherry Stone, Renee Barnard, Vivian Readus, Dale Law, Bettye Bambarger, Ginger Fletcher, and Martha Stokes.

MW entered the meeting at 10:30am.

Sherry Stone explained the process of going into Executive Session to MW.

Sherry Stone motioned to enter Executive Session at 10:35am for approximately 15 minutes, Ginger Fletcher seconded the motion. There was no discussion and the motion was unanimously approved by, Sherry Stone, Renee Barnard, Vivian Readus, Dale Law, Bettye Bambarger, Ginger Fletcher, and Martha Stokes.

Vivian Readus motioned to exit Executive Session at 10:55am, Dale Law seconded the motion. There was no discussion and the motion was unanimously approved by, Sherry Stone, Renee Barnard, Vivian Readus, Dale Law, Bettye Bambarger, Ginger Fletcher, and Martha Stokes.

Sherry Stone motioned to deny the application of MW due to lack of experience, Ginger Fletcher seconded the motion. There was no discussion and the motion was approved by, Sherry Stone, Renee Barnard, Dale Law, Bettye Bambarger, Ginger Fletcher, and Martha Stokes, Vivian Readus abstained.

**Minutes-** The July 11, 2013 minutes were presented to the Board for review.

Sherry Stone motioned to approve the July 11, 2013 board minutes as distributed, Bettye Bambarger seconded the motion. There was no discussion and the motion was approved by, Sherry Stone, Vivian Readus, Dale Law, Bettye Bambarger, Ginger Fletcher, and Martha Stokes, Renee Barnard abstained.

**BOE Budget-** Amy Findley presented the board with budget numbers from the Comptroller's website.

Amy Findley will email the board members a copy of the 2014 budget request.

**Fees:** Pursuant to the rule 135-X-13.01 requirement of annually adopting the fee schedule Ginger Fletcher motioned to set and adopt the fee schedule presented to the board, Vivian Readus seconded the motion. There was no discussion and the motion was unanimously approved by, Sherry Stone, Renee Barnard, Vivian Readus, Dale Law, Bettye Bambarger, Ginger Fletcher, and Martha Stokes.

**Investigative Committee:** The current members of the Investigative Committee are Amy Findley, Bettie Carmack, Sherry Stone and Dale Law.

With Dale and Sherry's board member term expiring April 2014, the board may need to look at replacing one person at a time to get other members involved.

Discussion was held.

Vivian Readus motioned for Renee Barnard to replace Dale Law on the Investigative Committee with Ginger Fletcher as the alternate, Ginger Fletcher seconded the motion. There was no discussion and the motion was unanimously approved by, Sherry Stone, Renee Barnard, Vivian Readus, Dale Law, Bettye Bambarger, Ginger Fletcher, and Martha Stokes.

**Consent Decrees:** Amy Findley presented the board with the following consent decrees:

SP – Failed to refute allegations made by Counsel on July 5, 2013. License Revoked.

Vivian Readus motioned to uphold the Investigative Committee's recommendation that the license of SP be revoked, Bettye Bambarger seconded the motion. There was no discussion and the motion was approved by Renee Barnard, Vivian Readus, Bettye Bambarger, Ginger Fletcher, and Martha Stokes. Dale Law and Sherry Stone abstained.

MH - \$1000 fine, license on probation for one year, will re-attend the Administrator Training Course.

Vivian Readus motioned to uphold the Investigative Committee's recommendation for MH's license, Ginger Fletcher seconded the motion. There was no discussion and the motion was approved by Renee Barnard, Vivian Readus, Bettye Bambarger, Ginger Fletcher, and Martha Stokes. Dale Law and Sherry Stone abstained.

TT – Revoke License

Bettye Bambarger motioned to uphold the Investigative Committee's recommendation that the license of TT be revoked, Martha Stokes seconded the motion. There was no discussion and the motion was approved by Renee Barnard, Vivian Readus, Bettye Bambarger, Ginger Fletcher, and Martha Stokes. Dale Law and Sherry Stone abstained.

AW - Revoke License

Ginger Fletcher motioned to uphold the Investigative Committee's recommendation that the license of TT be revoked, Bettye Bambarger seconded the motion. There was no discussion and the motion was approved by Renee Barnard, Vivian Readus, Bettye Bambarger, Ginger Fletcher, and Martha Stokes. Dale Law and Sherry Stone abstained.

**CEU Audit:** Amy Findley reported on a CEU audit from September 6, 2013.

**Internship for Review:** Amy Findley presented the board with a 240 Hour Internship for RR.

Bettye Bambarger motioned to approve the Internship for RR, Ginger Fletcher seconded the motion. There was no discussion and the motion was unanimously approved by, Sherry Stone, Renee Barnard, Vivian Readus, Dale Law, Bettye Bambarger, Ginger Fletcher, and Martha Stokes.

**New Business:** Complaint Form – Amy Findley presented the board with a revised complaint form that the Investigative Committee proposes.

Bettye Bambarger motioned to approve the new complaint form, Vivian Readus seconded the motion. There was no discussion and the motion was unanimously approved by, Sherry Stone, Renee Barnard, Vivian Readus, Dale Law, Bettye Bambarger, Ginger Fletcher, and Martha Stokes.

Renewal Form – Amy Findley presented the board with an updated renewal form. This is being changed due to the number of complaints being received against licensees now that ADPH has started sending over more complaints.

Discussion was held.

Martha Stokes motioned to approve the new renewal form to be required November 1, 2013, Bettye Bambarger seconded the motion. There was no discussion and the motion was unanimously approved by, Sherry Stone, Renee Barnard, Vivian Readus, Dale Law, Bettye Bambarger, Ginger Fletcher, and Martha Stokes.

Administrator Oath – Amy Findley asked the board to consider making new licensees pick up their license at a board meeting after reading a board member oath.

Discussion was held.

Amy Findley and Dale Law will work on the language for the oath and present it at the January 2014 board meeting.

Complaint/Hearing Rules – Amy Findley presented the board with updates to the Complaint/Hearing Rules that Counsel thinks needs to be changed.

Discussion was held.

Sherry Stone motioned to defer this to the January 2014 board meeting, Vivian Readus seconded the motion. There was no discussion and the motion was unanimously approved by, Sherry Stone, Renee Barnard, Vivian Readus, Dale Law, Bettye Bambarger, Ginger Fletcher, and Martha Stokes.

October 29 Hearing – There is an Administrative Hearing set for October 29, 2013 for LH and SW. The hearing is open to the public.

Bettie Carmack gave a brief description regarding the hearings.

Martha Stokes motioned that the Board review the Judge's recommendation, Bettye Bambarger seconded the motion. There was no discussion and the motion was unanimously approved by, Sherry Stone, Renee Barnard, Vivian Readus, Dale Law, Bettye Bambarger, Ginger Fletcher, and Martha Stokes.

Rules Review Class – Amy Findley presented the Board with a letter from Frank Holden at ALAA regarding a class that ALAA will be teaching. CEUs have been requested for licensed Administrators. This class will be taught 2 days before each Section A exam for interested applicants. Discussion was held.

Bettye Bambarger motioned to mail the applicants information on the class, Ginger Fletcher seconded the motion. There was no discussion and the motion was approved by, Sherry Stone, Vivian Readus, Dale Law, Bettye Bambarger, Ginger Fletcher, and Martha Stokes. Renee Barnard abstained.

Private Investigator – Bettie Carmack reported to the board a Private Investigator might be needed in the future. Discussion was held.

Vivian Readus motioned for the board to submit an RFP for a Private Investigator. Ginger Fletcher seconded the motion. There was no discussion and the motion was unanimously approved by, Sherry Stone, Renee Barnard, Vivian Readus, Dale Law, Bettye Bambarger, Ginger Fletcher, and Martha Stokes.

**Old Business:** N/A

Ginger Fletcher motioned to adjourn the meeting at 12:21pm, Bettye Bambarger seconded the motion. There was no discussion and the motion was unanimously approved by, Sherry Stone, Renee Barnard, Vivian Readus, Dale Law, Bettye Bambarger, Ginger Fletcher, and Martha Stokes.

Approved by: \_\_\_\_\_

Ginger Fletcher, Chair

Prepared by: \_\_\_\_\_  
Amy Findley, Executive Director

No one attended the public hearing All of the proposed rules changes passed.