

Alabama
Board of Examiners of Assisted Living Administrators

Regular Board Meeting

Date: Tuesday, July 21, 2006
Time: 10:11 a.m.

Place: 5921 Carmichael Road
Montgomery, AL

Members Present: Kathy Tankersley, presiding
Mamie Mahone
Eddie Cummings
Susan Durden
Bridget Hammett
Gloria Walker (entered board meeting at 10:44 a.m.)

Others Present: Alice Maples, attorney, Office of Attorney General; Christy Baynes, Executive Director

Members Absent: David Wilbanks
Boyde Harrison

Call to Order: The regular Board Meeting of the Board of Examiners of Assisted Living Administrators was called to order by the chair, Kathy Tankersley, at 10:11 a.m. It was noted that five of the eight board members were in attendance. Also present was Christy Baynes, Executive Director of Board of Examiners of Assisted Living Administrators. Alice Maples, the board's representative from the Office of Attorney General was also in attendance.

Agenda: After reviewing the agenda for today's meeting, Eddie Cummings made a motion to adopt the agenda as written for this meeting. The motion was seconded by Mamie Mahone and unanimously approved by Kathy Tankersley, Mamie Mahone, Eddie Cummings, Susan Durden, and Bridget Hammett by a show of hands.

Board Minutes: The Board reviewed the minutes from the April 18, 2006 regular board meeting. A motion was made by Susan Durden and seconded by Eddie Cummings to approve the minutes as written. No discussion was held and there was unanimous approval of this motion by Kathy Tankersley, Mamie Mahone, Eddie Cummings, Susan Durden, and Bridget Hammett by a show of hands.

Introduction of Part-Time Employee: There was no report at this time.

Boyde Harrison, M.D. Resignation Letter: Christy Baynes presented Dr. Harrison's resignation letter to the Board of Examiners of Assisted Living Administrators. He has been appointed to the Board of Medical Examiners and will no longer have time to serve both boards. The Assisted Living Association of Alabama will be contacting MASA and the Governor's office about his resignation.

Quarterly Licensee Report: Christy Baynes presented the Quarterly Licensee report.

Licensee Survey Report: Christy Baynes presented the licensee survey report results as of June 2006. She is still compiling the data and will continue to report the results to the board. Eddie

Cummings requested that the results be emailed to the board members once they were completed.

BOE/ALAA Rental Agreement: Christy Baynes presented the proposed BOE/ALAA Rental Agreement effective October 1, 2006 through October 1, 2007. Eddie Cummings made a motion to accept the BOE/ALAA Rental Agreement allowing Kathy Tankersley to sign the agreement and it was seconded by Susan Durden. No discussion was held and there was unanimous approval of this motion by Kathy Tankersley, Mamie Mahone, Eddie Cummings, Susan Durden, and Bridget Hammett by a show of hands.

Attorney General's Opinion Update: Christy Baynes reported the Attorney General's Opinion concerning board member terms. The opinion states that "the terms of office of the members of the Board of Examiners of Assisted Living Administrators begins upon the expiration of the previous terms of office" (i.e., April 19, 2005).

Gloria Walker entered board meeting at 10:44 a.m.

Reciprocity Review: *Note Kathy Tankersley recuse herself from the discussion and vote on this matter.* Christy Baynes presented Linda Tiffany's Reciprocity Application for Assisted Living Administrator. Ms. Tiffany was licensed as an administrator in the state of Florida; however, she has not been able to receive notification/proof of this record from Florida officials due to closing of the department. Ms. Baynes is requesting board review for the approval/disapproval of this application. After careful review of the application, Bridget Hammett made a motion to request additional information from the applicant because the current reciprocity application is insufficient as it fails to meet the BOEALA Rules and Regulations per Chapter 135-X-12-.01 (a) *That such other state or national organization maintained a system and standards of qualification and examinations for assisted living administrator license or certificate which were substantially equivalent to those required in this state at the time such other license or certificate was issued by such other state or national organization.* The motion was seconded by Eddie Cummings and no further discussion was held. The motion was unanimously approved by Mamie Mahone, Eddie Cummings, Susan Durden, Bridget Hammett and Gloria Walker by a show of hands.

Application Review: Christy Baynes presented Jennifer Willis' Application for Assisted Living Administrator. Ms. Willis has had her professional license, LPN, suspended in 2003 (attached is her consent order from the Board of Nursing). Ms. Baynes is requesting board review for the approval/disapproval of this application. There was board discussion concerning this matter and no motion was made to approve or disapprove this application. The application is incomplete until the applicant provides proof of good standing from the Board of Nursing and provides court records showing disposition of the charge and satisfaction of all penalties.

Other Business: Christy Baynes announced that effective September 22, 2006 she will be resigning from her position as Executive Director of the Board. She thanked all the board members for their continued support and dedication to her and the board. She presented the Assisted Living Association of Alabama recommendation to appoint a joint task force to serve as the Selection Committee to make recommendations for her replacement. Mamie Mahone was recommended to serve on this team as the BOE representative. Eddie Cummings made a motion to appoint Mamie Mahone to serve on the Selection Committee. The motion was seconded by Bridget Hammett then Mamie asked the board members to provide their input to the structure of the position. Kathy

Tankersley, Bridget Hammett, Gloria Walker and Susan Durden all recommended that the position be separate from the Assisted Living Association of Alabama and that the BOE hire a 30-hour PT Executive Director who works exclusively for the board, which removes the need of a PT clerical position. Also, the members suggest that the candidate have a working knowledge of assisted living and understanding of state agency work. The motion was then unanimously approved by Kathy Tankersley, Mamie Mahone, Eddie Cummings, Susan Durden, Gloria Walker and Bridget Hammett by a show of hands.

Adjournment: At 11:25 a.m., Eddie Cummings made a motion, seconded by Susan Durden, and unanimously agreed by the Board to adjourn the meeting of the Board of Examiners of Assisted Living Administrators.

Submitted by: _____
Date

Approved by Board: _____
Date

Signature: _____
Executive Director

Signature: _____
Chair