

Alabama Board of Examiners of Assisted Living Administrators  
Regular Board Meeting

Date: Friday, December 4, 2020

Time: 1:30pm

Place: 60 Commerce St. 10<sup>th</sup> Floor  
Montgomery, AL 36104

Members Present: Ms. Sue Jackson  
Ms. Sal.Lee Sasser-Williams  
Ms. Coretha Slayton  
Ms. Jimmie Ann Campbell

Via Conference Call: none

Members Absent: Dr. Donald Marshall  
Ms. Jamie Wise  
Mr. Roger Cooper  
Ms. Jill Benefield

Others Present: Ms. Claire H. Austin, Executive Director  
Ms. Claudia Smith, Atty  
Mr. Will Parker, Staff  
Ms. Brenda Holden, Staff  
Ms. Kelly Mitchell - Executive Director -AL Assisted Living Association

Call to Order: The regular meeting of the Board was called to order at 1:34 p.m. by Chair, Sue Jackson. A quorum was present.

Approval of Agenda: Jimmie Ann Campbell motioned to approve the agenda as presented, Sal/Lee Sasser-Williams seconded the motion. There was no discussion, and the motion was unanimously approved by, Sue Jackson, Coretha Slayton, Jimmie Ann Campbell and Sal.Lee Sasser-Williams.

Approval of Minutes: Jimmie Ann Campbell motioned to approve the August 7, 2020 minutes as presented, Coretha Slayton seconded the motion. There was no discussion, and the motion was unanimously approved by, Sue Jackson, Coretha Slayton, Jimmie Ann Campbell and Sal.Lee Sasser-Williams.

Executive Directors Report: Claire Austin provided the Board with information pertaining to the number of applications processed and the number of people testing. Also provided was the financial information about the Board.

Executive Session: Sue Jackson motioned to go into Executive Session, Jimmie Ann Campbell seconded the motion for 20 minutes. Motion passed unanimously with a roll call of members present. The Board went into Executive Session at 2:10 p.m. for 20 minutes. At 2:31 p.m. Sal.Lee Sasser-Williams

made a motion to come out of Executive Session which was seconded by Sue Jackson, after a roll call the motion passed unanimously.

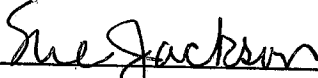
Sal.Lee Sasser-Williams made a motion to accept the applicant which was discussed during the Executive Session which was seconded by Jimmie Ann Campbell. Motion passed unanimously.

Old Board Business: The Board had voted in a previous meeting to extend the lease for office space with ALAA but the lease was never signed and initialed. They have now determined this will not be the direction in which they wish to continue and after discussion decided to cancel their arrangements but to pay the lease through December 2020. Jimmie Ann Campbell made a motion to move the office to 60 Commerce Street, Montgomery AL. The motion was seconded by Sal.Lee Sasser-Williams. The motion passed unanimously.

New Business: The purposed dates for the Board meetings for 2021 were presented and discussed. The Board agreed on the following dates that will be posted to the Secretary of States website for notice of Public Meetings: February 11, 2021; May 11, 2021; August 12, 2021; and November 9, 2021.

The next scheduled board meeting will be February 11, 2021 at 1:30pm.

There being no further business a motion was made by Sal.Lee Sasser-Williams to adjourn the meeting; seconded by Coretha Slayton, which was unanimously approved. The December board meeting adjourned at 2:53 p.m.

Approved by:   
Sue Jackson, Chair

Prepared by:   
Brenda Holden, Staff