

Alabama Board of Examiners of Assisted Living Administrators (BOEALA)
Regular Meeting

Date: Friday, September 17, 2021

Time: 1:30 pm

Place: 60 Commerce St. Ste. 1440
Montgomery, AL 36104

Members Present: Ms. Sue Jackson
Ms. Jimmie Ann Campbell
Ms. Rebecca Dennis
Ms. Coretha Slayton
Ms. Michelle Kelly

Members Absent: Dr. Donald Marshall
Ms. Jill Benefield

Others Present: Ms. Claire H. Austin, Acting Executive Director
Mr. Will Parker, Staff
Ms. Brenda Holden, Staff
Mr. James Sasser, Board Atty via zoom
Ms. Laura Howell visiting attorney from the AG's Office

Call to Order: The regular meeting of the Board was called to order at 1:35 p.m. by Chair Sue Jackson.

At the beginning of the meeting Claire Austin stated she had a correction to the minutes of June 24th meeting. A motion was stated as being passed by majority however the voting for a majority vote must indicate the actual votes of each person, this correction will be made.

New Board Member: Claire Austin provided the oath of office for Ms. Michelle Kelly, who was sworn in as a new Board Member.

Approval of Agenda: Jimmie Ann Campbell motioned to approve the agenda as presented; Coretha Slayton seconded the motion. There was no discussion, and the motion was unanimously approved.

Approval of Minutes: The Minutes were presented to the Board in advance for review, to fulfil the reading of the minutes; Michelle Kelly made the motion to approve the September 1, 2021, minutes and forego the reading which was seconded by Rebecca Dennis. No objections were made, the motion passed unanimously.

Executive Directors Report: Claire Austin asked Will Parker to provide the financial information first. Mr. Parker provided the information pertaining to renewals and applications. He also went over the Board's collection of monies and expenses paid.

Claire Austin shared some information on the testing that had been going on that week. Ms. Austin provided the number of candidates they have been testing and the number of new licensees.

Chairman Report Chair Sue Jackson stated that they needed to clearly explain to the candidates that they cannot asked questions of the proctors as they are testing, as this was not allowed. She said she didn't have any other information to pass on at this time.

General Counsel Mr. Sasser who was present by zoom said that the only thing he needed to pass on at this time was to request that a committee be appointed to review complaints. Chair Sue Jackson explained the process of complaints to the new board members and that the committee members previously appointed to this committee were no longer on the Board.

New Board Business The appointment of a new committee to review complaints. Chair Jackson appointed Jimmie Ann Campbell and Rebecca Dennis to serve on this committee to replace the two members that left.

Claire Austin made a request to move the next meeting from 1:30 to 2:00 due to the testing on that date.

The next scheduled regular meeting for the Board will be November 19, 2021, at 2:00 pm.

There being no further business of the Board, Jimmie Ann Campbell motioned to adjourn at 2:17 p.m. which was seconded by Michelle Kelly. Motion passed unanimously.

The meeting adjourned at 2:17 pm.

Approved by: _____
Sue Jackson, Chair

Prepared by: _____
Brenda Holden, Recording Secretary