

BOEALA Board Minutes
1:30 pm – CST
November 17, 2022
In Person

With proper and required notice having been provided to the Alabama Secretary of State's Office along with posting on the websites of the Alabama Secretary of State and the Alabama Board of Examiners of Assisted Living Administrators was held Thursday, November 17, 2022, from 60 Commerce Street, Suite 1440, Montgomery, Alabama. The meeting was called to order at 1:30 p.m. by Chairperson, Sue Jackson.

A quorum having been established and maintained; the following Board members were present:

1. Sue Jackson
2. Jill Benefield
3. Rebecca Dennis
4. Sandy Brackin
5. Michelle Kelley
6. Coretha Slayton

Also present, Claire Austin, Executive Director, Will Parker, Administrative Support, Morgan Devereux, Recorder and Jim Sasser, Board Legal Counsel, and Kelly Mitchell, AALA

The motion to approve the agenda was made by Jill Benefield and seconded by Michelle Kelley. All voted in favor and the agenda was approved. The reading of the minutes from the September 15, 2022, meeting was mentioned to approve by Jill Benefield and seconded by Michelle Kelley. All voted in favor and the minutes were approved.

Claire Austin brought upon the discussion about Judith Jones will be the CEU person who signs off on applicants. All voted in favor of Judith Jones and she was approved to be the CEU person who signs off on applicants. Ms. Austin also brought upon the testing and training schedule for 2023 whereas Section B will be moved back to August. Jill Benefield asks about the board meeting schedule and if it can be moved earlier in the day. Jill Benefield moves to approve the change in time for the next Board Meeting to begin at 10:30 a.m./11:00 a.m. CST and seconded by Rebecca Dennis. All voted in favor and the schedule and calendar was approved. Claire Austin mentioned that the new website has been active for 7 months now.

Sue Jackson moves to approve the end year review. Jill Benefield approved and Michelle Kelley seconded. All approved the end year review.

Will Parker presented the Financial Report as well as with a detailed status on the finances of the Board. Will Parker stated that the board is financially healthy with most expenses being internal. Claire Austin mentions that the mailroom cost has been increased for 2023.

Claire Austin discussed applicant testing rates. Will Parker stated that when the audit comes in, it pulls 100 files.

General Counsel Jim Sasser recalled the proposed amendment section 135. Mr. Sasser suggested they do a Motion to Adopt as Proposed Rule & Exam changing the passing score to an 85% passing score. Sue Jackson moved to approve Motion with Sandy Brackin first approval and Rebecca Daniels seconded. All approved and this will be effective January 1, 2023.

Sue Jackson brought new business to the discussion wanting to elect new officers.

- New Chair – Rebecca Daniels (all approved; Sue Jackson 1st and Jill Benefield 2nd)
- Vice Chair – Jill Benefield (all approved; Sue Jackson 1st and Michelle Kelley 2nd)
- Secretary – Sandy Brackin (all approved)

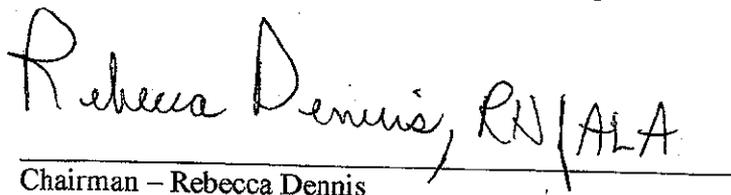
Jim Sasser and Claire Austin both brought up that there needs to be a secretary and there might be 3 new Board members by February.

Sue Jackson also brought to the discussion that she requests to step down from the Education Committee (approval of CEUs). All approved Sue Jackson stepping down from committee. The following will be on the committee as of now.

1. Judith Jones
2. Claire Austin
3. Coretha Slayton
4. Sandy Brackin – back-up

After that discussion, there was no more old/new business to discuss. The next board meeting will be February 16, 2023 at 10:30 a.m. Claire Austin requests that everyone please be in attendance at next meeting because there should be new members by the next meeting and to make sure that rules and regulations be given to new members at the next meeting as well.

Motion to adjourn by Sue Jackson with Sandy Brackin first and Coretha Slayton seconded motion and the meeting was adjourned at 2:10 p.m.


Chairman – Rebecca Dennis