

# BOEALA Board Minutes

10:30 AM – CST

Aug 24, 2023

## Alabama Board of Examiners of Assisted Living Administrators Board Meeting

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, Aug 24th, 2023, from 60 Commerce Street, Suite 1440, Montgomery, Alabama. The meeting was called to order at 10:55 am by Chairperson, Rebecca Dennis.

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- by zoom
5. Michelle Kelley
6. SaLee Sasser-Williams
7. Judith Jones- AALA representative

Also present, Claire Austin, Executive Director, Will Parker, Administrative Support, and Jim Sasser, Board Legal Counsel.

All voted in favor and the agenda was approved. The reading of the minutes from the May 11, 2023, was mentioned to be approved by Jill Benefield and seconded by Sue Jackson. All voted in favor and the minutes were approved.

Rebecca Dennis, Chairman, Discussed the Sunset hearing and the list of things that needed to be addressed by the board. The BOE board meeting minutes needed to be added to the website and a link on website for public records to be available to the public if wanted. It was also discussed about having a complaint email instead of using personal emails. It was also discussed about the \$45 being charged for the Rules and Regulations course and Jill Benefield made the motion to have that money be paid directly to the person teaching the class and not go through the BOE. Sue Jackson 2<sup>nd</sup> the motion and all approved. Motion carried.

Claire Austin, acting Executive Director, Also asked after permanent placement that the Executive Director position be allowed to swear in Cat I and Cat II administrator instead of it having to be a board member. Jill Benefield made a motion and SaLee Sasser-Williams 2<sup>nd</sup> and all approved. Motion carried.

Will Parker presented the Financial Report from January to July 1, 2023, 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. Salee Sasser-Williams made motion to accept financials Rebecca Dennis 1<sup>st</sup> and Jill Benefield 2<sup>nd</sup>. All approved. Motion carried.

General Council, Jim Sasser, no new information.

Old Business:

Regulations committee to hopefully meet in September and meet with Dr. Harris at the ADPH. Regulations committee to also review the last section B test and have it ready for testing.

New Business:

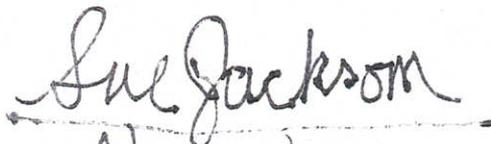
Want to put more money into the website to make it more user friendly and more professional.

CEU's through

the website are not updated weekly as noted and this needs to be corrected.

After that discussion, there was no more old/new business to discuss. The next board meeting will be November 16th, 2023, at 1:00pm.

Motion to adjourn by Michelle Kelley and 1<sup>st</sup> Salee Sasser-Williams and Jill Benefield 2<sup>nd</sup> motioned. The meeting was adjourned at 12:45 pm.

  
CHAIRMAN