

Alabama Board of Examiners of Assisted Living Administrators
Regular Board Meeting & Public Hearing

Date: Thursday, October 30, 2014
Time: 10:00 a.m.

Place: 5921 Carmichael Road
Montgomery, AL

Members Present: Mr. Renee Barnard
Ms. Ginger Fletcher
Ms. Angie Smith
Ms. Tammy Bowman
Ms. Bettye Bambarger
Ms. Martha Stokes
Ms. Vivian Readus

Members Absent: Ms. Cindy Lewis

Others Present: Ms. Amy Findley, Executive Director
Mr. Todd Hughes

Call to Order: The called meeting of the Board was called to order at 10:06 a.m. by Chair, Ginger Fletcher.

Agenda: Martha Stokes motioned to approve the agenda as distributed, Vivian Readus seconded the motion. There was no discussion and the motion was unanimously approved by, Renee Barnard, Ginger Fletcher, Angie Smith, Tammy Bowman, Bettye Bambarger, Martha Stokes and Vivian Readus.

AG Report: The board was introduced to Todd Hughes, the new AG representative for our board.

Mr. Hughes reported on the current consent form he has been working on. The consent form was presented to the board to approve/amend/deny.

Discussion was held.

Martha Stokes motioned to approve the consent form as distributed pending receiving the check and it clearing, Renee Barnard seconded the motion. There was no discussion and the motion was unanimously approved by, Renee Barnard, Ginger Fletcher, Angie Smith, Tammy Bowman, Bettye Bambarger, Martha Stokes and Vivian Readus.

Board Elections: Pursuant to the statute requirement of annually electing a chair and vice chair at the first meeting of the Board held after October 1, Vivian Readus motioned to re-elect Ginger Fletcher as Chairman, Martha Stokes seconded the motion. There was no discussion and the motion was unanimously approved by, Renee Barnard, Ginger Fletcher, Angie Smith, Tammy Bowman, Bettye Bambarger, Martha Stokes and Vivian Readus.

Vivian Readus motioned to re-elect Renee Barnard as Vice-Chairman, Martha Stokes seconded the motion. There was no discussion and the motion was unanimously approved by, Renee Barnard, Ginger Fletcher, Angie Smith, Tammy Bowman, Bettye Bambarger, Martha Stokes and Vivian Readus.

Minutes for Approval: The board was submitted the minutes from July 10, 2014.

Renee Barnard motioned to approve the July 10, 2014 minutes as distributed, Vivian Readus seconded the motion. There was no discussion and the motion was unanimously approved by, Renee Barnard, Ginger Fletcher, Angie Smith, Tammy Bowman, Bettye Bambarger, Martha Stokes and Vivian Readus.

BOE Budget: Amy Findley presented the board with the budget. Also included in the report were Amy Findley's vacation and sick leave balances.

Fees: Pursuant to the rule 135-X-13.01 requirement of annually adopting the fee schedule, the board discussed fees charged by the board.

Initial Application Cat. I	\$90.00 <u>\$100.00</u>
Initial Application Cat. II	\$100.00 <u>\$125.00</u>
Examination	\$125.00 <u>\$150.00</u> (Section A) \$125.00 <u>\$150.00</u> (Section B)
License	\$100.00 <u>\$125.00</u>
License Renewal	\$150.00
Reciprocity Questionnaire	\$50.00 <u>\$100.00</u>
Late Renewal Penalty	\$250.00 <u>\$275.00</u>
Inactive Reactivation Fee	\$250.00 <u>\$325.00</u>
Bad Check Fee	\$30.00
Emergency Permit	\$350.00
Administrative Fee	\$75.00 <u>\$100.00</u>
Administrative Fines	\$1,000.00
Copies (per page)	\$.75 (per page 1-25) \$.25 (per page 26+)

Renee Barnard motioned to set and adopt the fee schedule as outlined above, Angie Smith seconded the motion. There was no discussion and the motion was unanimously approved by, Renee Barnard, Ginger Fletcher, Angie Smith, Tammy Bowman, Bettye Bambarger, Martha Stokes and Vivian Readus.

CEU Audit: Amy Findley gave the board a report on the last few CEU audits.

SCADC was the only ones out of compliance. The seminar was 1 hour short than what they presented. Amy Findley suggested that their next 2 CEU approvals be audited.

Angie Smith motioned to accept Amy Findley's recommendation to audit SCADC next 2 CEU approvals, Bettye Bambarger seconded the motion. There was no discussion and the motion was unanimously approved by, Renee Barnard, Ginger Fletcher, Angie Smith, Tammy Bowman, Bettye Bambarger, Martha Stokes and Vivian Readus.

Amy Findley, Ginger Fletcher and Beth Hurley are currently the people on the CEU Approval Committee. Amy Findley asked Ginger and Beth if they wanted to remain on the committee, both said yes.

Vivian Readus motioned to approve Amy Findley, Ginger Fletcher and Beth Hurley as the CEU Approval Committee, Tammy Bowman seconded the motion. There was no discussion and the motion was unanimously approved by, Renee Barnard, Ginger Fletcher, Angie Smith, Tammy Bowman, Bettye Bambarger, Martha Stokes and Vivian Readus.

New Business:

Test Score Update: Amy Findley gave a brief report on the passing/failing of exams given.

Fees Paid to the Board: In the May 29, 2008 board meeting, the board voted that all fees paid to the board are non-refundable.

Amy Findley reported there has been an instance in the last month where someone asked if a fee they paid could be transferred to something else. Discussion was held.

Vivian Readus motioned that all fees paid to the board are non-refundable and non-transferable, Angie Smith seconded the motion. There was no discussion and the motion was approved by, Ginger Fletcher, Angie Smith, Tammy Bowman, Martha Stokes and Vivian Readus. Bettye Bambarger and Renee Barnard opposed.

LL Request: LL asked Amy Findley to present his resume/application to the board. He feels as though he meets the work experience qualifications.

Discussion was held.

Angie Smith motioned that LL's experience does not meet the qualifications per the BOEALA rules and regulations, Tammy Bowman seconded the motion. There was no discussion and the motion was unanimously approved by, Renee Barnard, Ginger Fletcher, Angie Smith, Tammy Bowman, Bettye Bambarger, Martha Stokes and Vivian Readus.

Old Business:

Audit: Amy Findley gave a brief report. The audit ended August 6, 2014, there has not been any communication from the Examiner's office as to the findings.

Statute Changes: Martha Stokes discussed the statute changes.

The board October meeting adjourned at 11:15am. No one attended the public hearing.

Approved by: _____
Ginger Fletcher, Chair

Prepared by: _____
Amy Findley, Executive Director