

Alabama Board of Examiners of Assisted Living Administrators
Regular Board Meeting

Date: Thursday, May 24, 2018
Time: 1:30 p.m.

Place: 2740 Zelda Road, Ste. 3B
Montgomery, AL

Members Present: Ms. Tammy Bowman
Ms. Renee Barnard
Dr. Donald Marshall
Ms. Sue Jackson
Mr. Roger Cooper

Via Conference Call: n/a

Members Absent: Ms. Carol Knight
Ms. Jimmie Ann Campbell
Ms. Tara Odom
Ms. Angie Smith

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

Call to Order: The regular meeting of the Board was called to order at 1:41 p.m. by Chair, Tammy Bowman. A quorum was present.

Agenda: Roger Cooper motioned to approve the agenda as presented, Sue Jackson seconded the motion. There was no discussion and the motion was unanimously approved by, Tammy Bowman, Renee Barnard, Roger Cooper, Donald Marshall, and Sue Jackson.

Application for Review: 11241973-01 – Did disclose that there were misdemeanor/felonies on the application. Has 3 felonies on record. Was a no-show at the last board meeting. A certified letter will be sent requesting their presence at the August board meeting.

Minutes for Approval: The board was submitted the minutes from December 13, 2017.

Renee Barnard motioned to approve the December 13, 2017 minutes as presented, Roger Cooper seconded the motion. There was no discussion and the motion was unanimously approved by, Tammy Bowman, Renee Barnard, Roger Cooper, Donald Marshall, and Sue Jackson.

The board was submitted the minutes from March 7, 2018.

Renee Barnard motioned to approve the March 7, 2018 minutes as presented, Roger Cooper seconded the motion. There was no discussion and the motion was unanimously approved by, Tammy Bowman, Renee Barnard, Roger Cooper, Donald Marshall, and Sue Jackson.

AG Report: 2018-0416-01 - surrendered license

2018-0207-01 – Consent form was offered.

Roger Cooper motioned to approve the consent form offered to 2018-0207-01, Sue Jackson seconded the motion. There was no discussion and the motion was unanimously approved by, Tammy Bowman, Renee Barnard, Roger Cooper, Donald Marshall, and Sue Jackson.

Budget: Amy Findley presented the budget reports to the board for review.

New Business: Amy Findley reported on going to strictly online renewals. To make things easier, the notarized portion would be removed as well as sending in a copy of the ADPH facility license. Amy can verify the facility is licensed from the facility listing on ADPH.org. Discussion was held.

Roger Cooper motioned to approve effective August 1, 2018, ALL monies paid to the board must be online with a credit card, Sue Jackson seconded the motion. There was no discussion and the motion was unanimously approved by, Tammy Bowman, Renee Barnard, Roger Cooper, Donald Marshall, and Sue Jackson.

Amy Findley will mail out notice to ALL administrators telling them of the change.

Old Business: NHA reciprocal course was discussed. Renee Barnard stated she is working on it. Kelley Mitchell and Mia Sadler have a draft of the course.

NHA preceptors were discussed. They will be approved on a case by case basis just like the other preceptors.

The next scheduled board meeting will be August 16, 2018 at 1:30pm.

The May 24 board meeting adjourned at 2:15 p.m.

Approved by: _____
Tammy Bowman, Chair

Prepared by: _____
Amy Findley, Executive Director