

Alabama Board of Examiners of Assisted Living Administrators  
Board Meeting Minutes

Date: August 11, 2020

Time: 1:30 p.m.

**Emergency BOE Zoom meeting**

Members on Zoom Call:

Dr. Donald Marshall  
Ms. Sue Jackson  
Ms. Beth Hurley  
Ms. Jill Benefield  
Mr. Roger Cooper  
Ms. Coretha Slayton  
Ms. Beth Hurley  
Ms. Jill Benefield  
Ms. Jamie Wise

Others Present:

Madeline Lewis  
Bill Garrett  
Candace Singleton

Members Absent:

Jimmie Ann Campbell  
Sal.Lee Sasser-Williams

- I. Call to Order:** The called meeting of the Board was called to order at 1:32 p.m. A quorum was present.
- II. Agenda:** Jill Benefield motioned to approve the agenda which was sent via e-mail. Roger Cooper second the motion. There was unanimously approved by all member on the call.
- III. New Business**
- A. Jamie Wise was sworn in BOE member.
- B. Committee Assignment were named:
- Investigative Committee – Jamie Wise, Jill Benefield
  - Emergency Permit – Sal.Lee Sasser-Williams, Roger Cooper
  - Internship: Sue Jackson, Dr. Donald Marshall, Beth Hurley
  - CEU Education Committee: Roger Cooper, Beth Hurley, Candace Singleton
- D. Role of the Executive Director  
The Board discussed the Role of the Executive Director. The chair shared with the board that a performance Plan had been presented to her by the Executive Director. The board approved a 30 day performance plan, which will be monitored by the chair. Roger Cooper made a motion to approve the plan and Dr. Marshall second the motion. The motion was carried by the members on the call with the exception of Jamie Wise.

**Adjournment**

The August 11, 2020, board meeting adjourned at 2:15 pm