

Alabama Board of Examiners of Assisted Living Administrators  
Regular Board Meeting

Date: Thursday, July 8, 2010  
Time: 10:00 a.m.

Place: 5921 Carmichael Road  
Montgomery, AL

Members Present: Mr. Tommy McKinnon  
Ms. Cindy Lewis  
Ms. Vivian Readus  
Ms. Dale Law  
Mr. George Smith  
Mr. Andy Clements  
Ms. Rita VanDyke  
Dr. Regina Harrell

Members Absent: Ms. Sherry Stone

Others Present: Ms. Bettie Carmack, Attorney General Representative  
Ms. Amy Findley, Executive Director

**Call to Order:** The called meeting of the Board was called to order at 10:02 a.m. by Chair, Tommy McKinnon.

**Agenda:** Andy Clements motioned to approve the agenda as presented, Cindy Lewis seconded the motion. There was no discussion and the motion was unanimously approved by, Vivian Readus, Andy Clements, Tommy McKinnon, Cindy Lewis, Dale Law, Rita VanDyke, Regina Harrell and George Smith.

**Application for Review:** Amy Findley presented the Board with the application for TP. On TP's first application she check "No" to a misdemeanor when she did have one. TP came to the Board meeting in April for the board to ask her questions. At the April meeting, the board denied her application.

TP has filled out a new application and checked "Yes" to the misdemeanor question.

Tommy McKinnon motioned to enter into executive session at 10:05am for approximately 10 minutes, Rita VanDyke seconded the motion. There was no discussion and the motion was unanimously approved by, Vivian Readus, Andy Clements, Tommy McKinnon, Cindy Lewis, Dale Law, Rita VanDyke, Regina Harrell and George Smith.

Discussion was held.

Tommy McKinnon motioned to exit into executive session at 10:10am, Regina Harrell seconded the motion. There was no discussion and the motion was unanimously approved by, Vivian Readus, Andy Clements, Tommy McKinnon, Cindy Lewis, Dale Law, Rita VanDyke, Regina Harrell and George Smith.

Rita VanDyke motioned to accept the application of TP, Andy Clements seconded the motion. There was no discussion and the motion was unanimously approved by, Vivian Readus, Andy Clements, Cindy Lewis, Dale Law, Rita VanDyke, and Regina Harrell.

New Rule: **The consumer members shall vote in all matters. At least one consumer member shall be 65 years of age or older and no consumer member, or a spouse or immediate family member of a consumer member, shall be a licensee of the board or be employed in the assisted living profession.**

**The 2010 amendment**, effective March 4, 2010, in subsection (b) deleted "except licensure or discipline of licensees or applicants" following "matters".

**Budget:** The Board was presented the budget report for review.

The Board discussed paying for Bettie Carmack's "Board Regulation Training". Discussion was held. Tommy McKinnon requested the board table the discussion until a training has been scheduled that Bettie would like to attend.

**Minutes from June 3, 2010:** Cindy Lewis motioned to approve the June 3, 2010 minutes, but changed the adjournment time to 10:58am, Regina Harrell seconded the motion. There was no discussion and the motion was unanimously approved by, Vivian Readus, Andy Clements, Tommy McKinnon, Cindy Lewis, Dale Law and George Smith.

**Alabama Interactive:** The Board was presented with information regarding Alabama Interactive that showed how many people have renewed online.

Vivian Readus asked that the BOEALA look into the cost of credit card type licenses.

**New Business:**

**JP resume'**- The board was presented a resume' for JP. She is interested in applying for licensure but Amy told her she didn't think she met the qualifications.

Discussion was held.

Since JP has not completed the application process, the Board declined to make a decision on whether or not she would qualify for licensure. The board, however, stated that the 3 month of patient care must occur in the 2 years immediately preceding the date of the application.

*JP currently is an instructor and has been since July 2008 with no patient care job duties.*

**Rule Change-** The Board looked at rule 135-X-5-.02 (1) (a) (5) (ii) and 135-X-5-.02 (1) (b) (5) (ii) which currently reads:

"completion of at least two years (60 semester hours or 96 quarter hours) of coursework at an accredited college or university plus three (3) months of experience working fulltime in an administrative or resident or patient care position in a licensed assisted living facility, nursing home, hospital, or residential care setting for the elderly or disabled, or a minimum of two-hundred forty (240) hours of a Board approved internship within two (2) years preceding date of application for administrator licensure."

Vivian Readus motioned to amend the language to rule 135-X-5-.02 (1) (a) (5) (ii) and 135-X-5-.02 (1) (b) (5) (ii) to the below, Regina Harrell seconded the motion. There was no discussion and the motion was unanimously approved by, Vivian Readus, Andy Clements, Tommy McKinnon, Cindy Lewis, Dale Law and George Smith.

"completion of at least two years (60 semester hours or 96 quarter hours) of coursework at an accredited college or university plus three (3) months of experience working fulltime in an administrative or resident or patient care position in a licensed assisted living facility, nursing

home, hospital, or residential care setting for the elderly or disabled within two (2) years preceding date of application for administrator licensure, or a minimum of two-hundred forty (240) hours of a Board approved internship within two (2) years preceding date of application for administrator licensure."

**Old Business:**

CEU Presentation- Amy Findley gave the board the meeting dates and asked that at least one member of the board be at each meeting in case someone wanted to ask them questions.

Tommy McKinnon motioned to adjourn the meeting at 10:44am., Regina Harrell seconded the motion. There was no discussion and the motion was unanimously approved by, Vivian Readus, Andy Clements, Tommy McKinnon, Cindy Lewis, Dale Law and George Smith.

Approved by: \_\_\_\_\_  
Tommy McKinnon, Chair

Prepared by: \_\_\_\_\_  
Amy Findley, Executive Director