

Alabama Board of Examiners of Assisted Living Administrators
Called Board Meeting

Date: Thursday, August 25, 2011
Time: 10:00 a.m.

Place: 5921 Carmichael Road
Montgomery, AL

Members Present: Mr. Deloye Burrell
Ms. Vivian Readus
Ms. Dale Law
Mr. George Smith
Mr. Andy Clements
Ms. Rita VanDyke

Members Absent: Ms. Cindy Lewis
Dr. Regina Harrell
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 10:30 a.m. by Chair, Vivian Readus.

Agenda: Rita VanDyke motioned to approve the agenda as presented, Deloye Burrell seconded the motion. There was no discussion and the motion was unanimously approved by, Deloye Burrell, Vivian Readus, Dale Law, George Smith, Andy Clements and Rita VanDyke.

Application for Review: Amy Findley presented the board with an application from AT. Due to the background check results, the board must approve the application.

Andy Clements motioned to go into Executive Session for approximately 30 minutes beginning at 10:31am, Vivian Readus seconded the motion. There was no discussion and the motion was unanimously approved by, Deloye Burrell, Vivian Readus, Dale Law, George Smith, Andy Clements and Rita VanDyke.

AT entered the meeting at 10:40am while in Executive Session.

AT exited the meeting at 11:15am while in Executive Session.

Rita VanDyke motioned to exit Executive Session at 11:25am, Andy Clements seconded the motion. There was no discussion and the motion was unanimously approved by, Deloye Burrell, Vivian Readus, Dale Law, George Smith, Andy Clements and Rita VanDyke.

Deloye Burrell motioned to table the application of AT until she can provide all necessary documentation, Rita VanDyke seconded the motion. There was no discussion and the motion was unanimously approved by, Deloye Burrell, Vivian Readus, Dale Law, George Smith, Andy Clements and Rita VanDyke.

Renewals for Review: Amy Findley presented the board with renewal reminder letters and letters from LW and KC asking the board to waive the late renewal fee of \$250.00 since they claim they never received their renewal reminder letter.

Discussion was held.

Andy Clements stated these are courtesy reminder letters and the licensees should remember to renew their license.

Andy Clements motioned to deny the request to waive the late fee for LW and KC, Deloye Burrell seconded the motion. There was no discussion and the motion was unanimously approved by, Deloye Burrell, Vivian Readus, Dale Law, George Smith, Andy Clements and Rita VanDyke.

Minutes from June 1, 2011: Deloye Burrell motioned to approve the June 1, 2011 board meeting minutes as distributed, Andy Clements seconded the motion. There was no discussion and the motion was unanimously approved by, Deloye Burrell, Vivian Readus, Dale Law, George Smith, Andy Clements and Rita VanDyke.

New Business: Administrative Law Judge- Bettie Carmack reported to the Board that our law states the Board itself can be in charge of hearings if a licensee requests on or the Board can get an Administrative Law Judge to hear them.

Discussion was held.

Bettie Carmack will send Amy Findley a list of Administrative Law Judges to contact for the Board.

Board Member Absences- Cindy Lewis and Regina Harrell, MD has missed the last 3 Board meetings.

Deloye Burrell motioned to send letter to Cindy Lewis and Regina Harrell, MD asking if they would like to resign from the board since they have missed the last three meetings, Andy Clements seconded the motion. There was no discussion and the motion was unanimously approved by, Deloye Burrell, Vivian Readus, Dale Law, George Smith, Andy Clements and Rita VanDyke.

Immigration Law- The Board was presented with a copy of the proposed Immigration Law that is supposed to go into effect September 1, 2011.

The BOEALA needs a policy in place to comply with the law.

Rita VanDyke motioned to go into Executive Session for approximately 30 minutes beginning at 11:42am, Andy Clements seconded the motion. There was no discussion and the motion was unanimously approved by, Deloye Burrell, Vivian Readus, Dale Law, George Smith, Andy Clements and Rita VanDyke.

Rita VanDyke motioned to exit Executive Session at 11:55am, Vivian Readus seconded the motion. There was no discussion and the motion was unanimously approved by, Deloye Burrell, Vivian Readus, Dale Law, George Smith, Andy Clements and Rita VanDyke.

Deloye Burrell motioned that any new application or renewal received September 1, 2011 and later can hand deliver the application/renewal or send a notarized affidavit with a notarized copy of the documentation stated in HB56, Section 29(k), Rita VanDyke seconded the motion. There was no discussion and the motion was unanimously approved by, Deloye Burrell, Vivian Readus, Dale Law, George Smith, Andy Clements and Rita VanDyke.

Deloye Burrell motioned that the Executive Director immediately register with E Verify and the S.A.V.E. program; new applicants or renewal applicants who cannot provide the verification as provided in HB56, Section 29(k) shall be verified through the S.A.V.E. program, Vivian Readus seconded the motion. There was no discussion and the motion was unanimously approved by, Deloye Burrell, Vivian Readus, Dale Law, George Smith, Andy Clements and Rita VanDyke.

Vivian Readus motioned to get an Attorney General's opinion on the Immigration Law and the BOEALA policy regarding the law, Deloye Burrell seconded the motion. There was no discussion and the motion

was unanimously approved by, Deloye Burrell, Vivian Readus, Dale Law, George Smith, Andy Clements and Rita VanDyke.

Old Business: Sunset Hearing- The BOEALA Board went before the Sunset Committee today at 9am. The committee asked a couple of questions but seemed happy that there were no findings during this audit.

Vivian Readus motioned to adjourn the meeting at 12:00pm, Andy Clements seconded the motion. There was no discussion and the motion was unanimously approved by, Deloye Burrell, Vivian Readus, Dale Law, George Smith, Andy Clements and Rita VanDyke.

Approved by: _____
Vivian Readus, Chair

Prepared by: _____
Amy Findley, Executive Director