

Alabama  
Board of Examiners of Assisted Living Administrators

Regular Board Meeting

Date: Thursday, October 19, 2005  
Time: 11:02 a.m.

Place: 5921 Carmichael Place  
Montgomery, AL

Members Present: Kathy Tankersley, presiding  
Mamie Mahone  
Eddie Cummings  
Boyde Harrison  
Susan Durden  
Gloria Walker

Others Present: Cheryl Schuetze, attorney, Office of Attorney General; Christy Baynes,  
Executive Director

Members Absent: Bridget Cox Hammett  
David Wilbanks

**Call to Order:** The regular Board Meeting of the Board of Examiners of Assisted Living Administrators was called to order by the chair, Kathy Tankersley, at 11:02 a.m. It was noted that six of the eight board members were in attendance. Also present was Christy Baynes, Executive Director of Board of Examiners of Assisted Living Administrators. Cheryl Schuetze, the board's representative from the Office of Attorney General was also in attendance.

**Introduction of New Members:** Dr. Boyde J. Harrison was introduced as the new physician board representative.

**Agenda:** After reviewing the agenda for today's meeting, Gloria Walker made a motion to adopt the agenda as written for this meeting. The motion was seconded by Eddie Cummings and unanimously approved by Kathy Tankersley, Mamie Mahone, Eddie Cummings, Susan Durden, Gloria Walker and Boyde Harrison by a show of hands.

**Board Minutes:** The Board reviewed the minutes from the August 4, 2005 regular board meeting. A motion was made by Gloria Walker and seconded by Eddie Cummings to approve the minutes as written. No discussion was held and there was unanimous approval of this motion by Kathy Tankersley, Mamie Mahone, Eddie Cummings, Susan Durden, Gloria Walker and Boyde Harrison by a show of hands.

**Review Draft for Change of Statute- Part-Time Employee:** Christy Baynes presented the proposed language change to the current statute regarding the part-time employee hiring and employment status. A motion was made by Gloria Walker and seconded by Boyde Harrison to accept the proposed language change, "The Board may employ such personnel as necessary to carry on its activities". No discussion was held and there was unanimous approval of this motion by Kathy Tankersley, Mamie Mahone, Eddie Cummings, Susan Durden, Gloria Walker and Boyde Harrison by a show of hands.

Gloria Walker made a motion to allow the Assisted Living Association of Alabama to sponsor the change in the next legislative session. Eddie Cummings seconded the motion. No discussion was held and there was unanimous approval of this motion by Kathy Tankersley, Mamie Mahone, Eddie Cummings, Susan Durden, Gloria Walker and Boyde Harrison by a show of hands.

**Quarterly Licensee Report:** Christy Baynes presented the Quarterly Licensee Report of Category I and Category II licensees that are listed as Administrator of Record by the Alabama Department of Public Health.

**Credit Card / On-Line Services:** Christy Baynes presented the "Agency Agreement" proposed by Alabama Interactive to provide credit card / on-line services. The Board reviewed the agreement and there was a motion made by Boyde Harrison to table the acceptance of the agreement until Alabama Interactive completes their offer and provides the scope of work to be performed and includes the Memorandum of Agreement. No discussion was held and the motion was seconded by Susan Durden and unanimously approved by Kathy Tankersley, Mamie Mahone, Eddie Cummings, Susan Durden, Gloria Walker and Boyde Harrison by a show of hands.

**Licensee Survey/Study:** Christy Baynes reported that the licensee survey will be distributed in January and monthly thereafter with the renewal applications.

**Other Business:** Pursuant to the statute requirement of annually electing a chair and vice chair at the first meeting of the Board held after October 1, Eddie Cummings made a motion to elect Kathy Tankersley to serve as chair of the Board for a second term. This motion was seconded by Gloria Walker. There was no discussion and the motion was unanimously approved by Kathy Tankersley, Mamie Mahone, Eddie Cummings, Susan Durden, Gloria Walker and Boyde Harrison by a show of hands.

Eddie Cummings made a motion, seconded by Gloria Walker, to elect Mamie Mahone vice chair of the Board for a second term. There was no discussion and the motion was unanimously approved by Kathy Tankersley, Mamie Mahone, Eddie Cummings, Susan Durden, Gloria Walker and Boyde Harrison by a show of hands.

Christy Baynes presented the letter provided by Kay Oliveira and the continuing education provider requesting the exigent circumstances policy in regards to Hurricane Katrina and the seminar she was scheduled to attend to earn her needed continuing education hours. Mamie Mahone made a motion to approve her request for exigent circumstances and allow her to attend the rescheduled program in order to obtain her needed continuing education hours. The motion was seconded by Susan Durden. There was no discussion and the motion was unanimously approved by Kathy Tankersley, Mamie Mahone, Eddie Cummings, Susan Durden, Gloria Walker and Boyde Harrison by a show of hands.

Christy Baynes reported that Laila Farag failed the Section A Exam twice and the rules state that before an applicant can take the exam for a third time he/she must complete a Board approved study session. Boyde Harrison made a motion to approve the existing Assisted Living Association of Alabama study guide, subject to regulatory updates in the course. There was no discussion and the motion was unanimously approved by Kathy Tankersley, Mamie Mahone, Eddie Cummings, Susan Durden, Gloria Walker and Boyde Harrison by a show of hands.

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**Adjournment:** At 12:05 p.m., Boyde Harrision made a motion, seconded by Gloria Walker, and unanimously agreed by the Board to adjourn the meeting of the Board of Examiners of Assisted Living Administrators.

Submitted by: \_\_\_\_\_  
Date

Approved by Board: \_\_\_\_\_  
Date

Signature: \_\_\_\_\_  
Executive Director

Signature: \_\_\_\_\_  
Chair