

Alabama Board of Examiners of Assisted Living Administrators  
Called Board Meeting

Date: Thursday, November 8, 2007  
Time: 10:00 a.m.

Place: 5921 Carmichael Road  
Montgomery, AL

Members Present: Mr. Jimmy Law  
Mr. Tommy McKinnon  
Ms. Mamie Mahone  
Ms. Merlinda Nettles  
Ms. Kathy Tankersley  
Mr. George Smith  
Mr. David Wilbanks  
Ms. Rita VanDyke

Members Absent:

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 10:05 a.m. by chairperson, Mamie Mahone.

**Agenda:** David Wilbanks motioned to approve the agenda, Jimmy Law seconded the motion. No opposition. Motion carried unanimously.

**Board Member Elections:** On a motion by Kathy Tankersley and a second by Rita VanDyke, Mamie Mahone will remain as Chair with David Wilbanks as Vice-Chair. No opposition. Motion carried.

**Minutes from the September 20, 2007 meeting:** Tommy McKinnon stated he was not present at the September 2007 Board meeting.

George Smith's asked that his comments under office space be removed.

Rita VanDyke motioned to approve the minutes with the above changes, Merlinda Nettles seconded the motion. No opposition. Motion carried.

**BOE Monthly Checklist:** The September and October 2007 Monthly Checklist was presented to the Board.

**Applications for Review:** David Wilbanks motioned to enter Executive Session for the purpose of discussing one's character to discuss applications on the following people SM, TB and AG, Jimmy Law seconded the motion. Motion carried unanimously.

Ms. Findley presented the Board with the Applications for Licensure to review.

On a motion by George Smith and a second by Merlinda Nettles, SM's application was approved. No opposition. Motion carried.

On a motion by Kathy Tankersley and a second by Jimmy Law, AG's application was approved. No opposition. Motion carried.

On a motion by Tommy McKinnon and a second by Jimmy Law, TB's application was approved. No opposition. Motion carried.

**Response from ALAA:** Mamie Mahone wanted the records to show she did not make the request to ALAA, the entire board made the request.

Mamie Mahone sent the ALAA proposal to Senator Larry Dixon for review. Senator Dixon's secretary called Mamie and gave her the following response.

“He received the letter but could not answer for the Committee. However, his personal interpretation from the Sunset Hearing is not to co-mingle or give the impression of co-mingling.”

David Wilbank's stated the BOEALA is modeled after the BOENHA and did not see why the proposal would be a problem.

Kathy Tankersley stated she would like a transcript of the Sunset Hearing.

Rita VanDyke stated the BOE can change the perception of the Board. Mistakes have happened in the past; the Board has learned from the mistakes and is now stronger.

Frank Holden joined the meeting at 11:12am to answer questions regarding the ALAA proposal.

Mamie Mahone asked Mr. Holden if the office furniture would be owned by the BOE, he stated they would transfer the existing furniture into the new office.

Mamie Mahone asked Mr. Holden if the BOE chooses to move from the ALAA office, could the BOE still use the conference room for testing's and Board meetings. Mr. Holden stated he would have to get ALAA Board approval but they would be hesitant.

Frank Holden left the meeting at 11:20am.

David Wilbanks had a problem with not being able to use the conference room if the BOE chooses to leave.

Rita VanDyke stated how much the ALAA Board supports the BOE Board.

Merlinda Nettles left the meeting at 12:10pm, a quorum was still present.

On a motion by David Wilbanks and a second by George Smith, the BOE opinion is that the Sunset Committee would look favorable on the BOE remaining at the current location if ALAA would transfer ownership of the currently leased office furniture and equipment. No opposition. Motion carried.

**Request for Proposal:** The RFP was presented to the Board for review before being mailed out.

Discussion was held.

On a motion by Kathy Tankersley and a second by David Wilbanks, the RFP was approved with changes. No opposition. Motion carried.

**Internship:** A 240 hour Internship was presented to the Board from ALAA.

Frank Holden joined the meeting at 1:30pm to answer questions regarding the internship.

Frank Holden gave an overview regarding the internship.

Frank Holden left the meeting at 1:42pm.

On a motion by Kathy Tankersley and a second by Tommy McKinnon, the internship discussion is being tabled until a Committee can be formed. Kathy Tankersley also stated that if there is an Individual who needs an Internship approved, they should apply to the BOE and submit a plan. No opposition. Motion carried

Jessica Chavous entered the meeting at 2:07pm to answer questions regarding the internship and to state it was presented for her.

Mamie Mahone informed Ms. Chavous that she had an option to audit the AIT class if she wished as a license is not required to teach Educational classes.

**New Business:** On a motion by David Wilbanks and a second by Jimmy Law, the BOE will limit the number of applicants for the Dementia Training and Section A & B Exams to 24. No opposition. Motion carried.

It may be necessary in the future to add more classes.

**Old Business:** none

Kathy Tankersley motioned to adjourn the meeting at 2:40 p.m., Jimmy Law seconded the motion. No opposition. Motion carried.

Approved by: \_\_\_\_\_  
Mamie Mahone, Chairwoman

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