

**GEORGIA STATE BOARD OF
NURSING HOME ADMINISTRATORS
MINUTES**

December 03, 2009

The Georgia State Board of Nursing Home Administrators held a meeting on Thursday, December 03, 2009 at 237 Coliseum Drive, Macon, Georgia 31217.

Board Members Present:

Barbara Baxter, President
Christi Card
Frances McCullar
Norma Jean Morgan
Dr. Maranah Sauter (conference call)
Pamela C. Griffin, Consumer Member

Board Members Absent:

Terrell Cook
Doug Coleman
Dr. W. Dennis Taylor, Jr.
Phillip Stone

Administrative Staff Present:

Lisa Durden, Executive Director
Deborah Beard, Executive Director (left early)
Serena Gadson, Licensing Supervisor
Scarlett Elliott, Board Attorney (video conference)

Ms. Baxter, Board President, established that a quorum was not present; therefore, a sub-committee was called to order to review the already previously prepared Board meeting material and called the meeting to order at 9:40 a.m. A conference call will be scheduled at a later date and time to review the recommendations made by the sub-committee.

Agenda:

Reviewed as presented

Announcements:

1. Ms. Pamela Griffin was sworn in as the Board's new Consumer Member
2. Ms. Baxter informed the Board that five members were currently up for re-appointment.

Approval of Minutes

September 03, 2009- Minutes were reviewed by the sub-committee. Recommendations will be presented to the full Board during a scheduled conference call. .

Executive Directors Report:

1. Information was placed in the board's newsletter reminding all NHA to encourage staff to receive the flu shots. The newsletter also included a statement regarding the Department of Community Health asking all health professionals to served has emergency response volunteers to assist with the H1N1 vaccine immunization plan. A link is posted on the board's website for NHA to visit for more information.
2. NHA are currently renewing. A total of 319 have renewed. (Total number of licenses is 1070.)

The sub-committee recommended the Executive Director's Report be approved as presented. Recommendations will be presented to the full Board during a scheduled conference call.

Applicant Interview:

R.S. Applicant interview was conducted. Recommendations will be presented to the full Board during a scheduled conference call.

Professional Practices Committee Report:

Ms. Morgan gave an update on the pending complaint/investigation cases with the committee. The sub-committee recommended approval of the Professional Practices Committee report as presented. Recommendations will be presented to the full Board at a scheduled conference call.

CREDENTIALS COMMITTEE - APPLICATIONS:

Ms. Baxter reviewed the Credential Committee Report with the sub-committee. The sub-committee recommended approval of the credential committee report as presented. All recommendations will be presented to the Board at a scheduled conference call.

Attorney General's Report:

Ms. Scarlett Elliott, Assistant Attorney General, provided a status report to the Board, which included information on any cases referred for action, requests for advice and/or requests for authority for proposed rules.

Sub-committee recommended the Attorney General's Report be approved as presented. Recommendations will be presented to the full Board during a scheduled conference call.

Additional Business:

1. The sub-committee recommended the approval of the following 2010 Board meeting dates.
 - March 10, 2010 - Professional Practice Committee Meeting
 - March 11, 2010 - Board Meeting
 - June 09, 2010 - Professional Practice Committee Meeting
 - June 10, 2010- Board Meeting
 - September 01, 2010 - Professional Practice Committee Meeting
 - September 02, 21010 - Board Meeting
 - December 08, 2010 - Professional Practice Committee Meeting

- December 09, 2010 - Board Meeting
2. 2010-2011 Officer Elections:-The subcommittee recommended the following members be re-elected to their positions. Recommendations are pending Board re-appointments.
 - Barbara Baxter, Chair
 - Terrell Cook, Vice-Chair
 3. Ms. Baxter announced that a request was submitted to Georgia NHA association for a written AIT program. A rough draft for the program is in progress.
 4. Ms. Baxter has authorized the administrative staff to approve all CE audit material once licensees have received their 40 hours and to renew license.

All recommendations will be presented to the full Board during a scheduled conference call.

With no additional business to be discussed, the sub- committee adjourned today’s meeting at 11:33 a.m.

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| Minutes recorded by: | Lisa Durden, Executive Director |
| Minutes reviewed and edited by: | Lisa Durden, Executive Director |

Barbara Baxter, President

Lisa Durden, Executive Director

These minutes were signed and approved on _____.