

**GEORGIA STATE BOARD OF
NURSING HOME ADMINISTRATORS
MINUTES
September 08, 2011**

The Georgia State Board of Nursing Home Administrators held a meeting on Thursday, September 08, 2011 at 237 Coliseum Drive, Macon, Georgia 31217.

Members Present:

Barbara Baxter, President
Terrell Cook, Vice President
Norma Jean Morgan
Maxine McCullar
Christi Card
Dr. Maranah Sauter
Carol Roberson, RN
Philip Stone
Scott Kroell
Pamela Griffin, Consumer Member

Board Members Absent:

W. Dennis Taylor, Jr., M.D.

Others Present:

Brig Zimmerman, Executive Director
Serena Gadson, Licensure Supervisor
Amanda M. Allen, Board Support Specialist
Scarlett Shell, Assistant Attorney General

Ms. Baxter, Board President, established that a quorum was present and called the meeting to order at 9:00 a.m.

Agenda:

Mr. Kroell motioned, Dr. Saunter seconded, and the Board voted to approve the agenda as presented. None opposed, motion carried.

Approval of Minutes

Dr. Sauter motioned, Mr. Kroell seconded, and the Board voted to approve the following Board meeting minutes as presented. None opposed, motion carried.

- June 09, 2011
- June 15, 2011- Conference Call

Executive Director's Report:

1. Mr. Zimmerman notified the Board that SOS/PLB was in the process of establishing guidelines to conduct the open session of each meeting via webcast; in addition, the availability for video conferencing through the state for those members who would like to attend the meetings via videoconferencing from the Twin Towers in Atlanta.
2. Mr. Zimmerman notified the Board that the renewal applications had been generated and all licensees were now able to renew his/her license online.

3. Mr. Zimmerman presented the Board with proposed amendments to the following rules. Board will continue to review rule amendments at their next scheduled meeting.
 - a. Rule 393-13-.01-Continuing Education Requirements
 - b. Rule 393-13-.02-Continuing Education Sources
 - c. Rule 393-13-.03-Continuing Education Documentation

Mr. Stone motioned, Mr. Cook seconded, and the Board voted to accept the Executive Director's report as presented. None opposed, motion carried.

Public Rule Hearing:

Rule 393-12-.02 Change from Inactive to Active

SYNOPSIS OF PROPOSED AMENDMENTS TO THE GEORGIA BOARD OF NURSING HOME ADMINISTRATORS RULES: CHAPTER 393-12 CHANGE OF STATUS; SUBCHAPTER .02 CHANGE FROM INACTIVE TO ACTIVE.

Purpose: The purpose of the proposed chapter amendment is to clarify the current rule with regard to the examination requirement, and to update and clarify certain rule language.

Main Feature: The main feature of the proposed chapter amendment is to remove the requirement stipulating the taking of the exam if previously taken and passed.

THE PROPOSED AMENDMENT TO THE GEORGIA BOARD OF NURSING HOME ADMINISTRATORS RULES: CHAPTER 393-12 CHANGE OF STATUS; SUBCHAPTER .02 CHANGE FROM INACTIVE TO ACTIVE.

Note: Underlined text is proposed to be added; lined-through text is proposed to be deleted.

393-12-.02 Change from Inactive to Active. Amended.

In order to reactivate an inactive license, submit the appropriate application, forms, and fee to the Board, within 14 days prior to the next Board meeting.

- (a) If a license is inactive for twelve months or less, but not more than twenty four months, the applicant must submit forty (40) hours of CE obtained since the Board's last ~~active~~ renewal period.
- (b) If a license is inactive for twenty four months, but not ~~less~~ more than 36 months, eighty (80) hours of CE obtained since ~~during~~ the Board's last renewal period must be submitted to the Board.
- (c) If the license has been inactive more than 36 months, the applicant must meet current requirements and either submit eighty (80) hours of CE since the Board's last renewal period, meet current requirements and **OR** take and pass national exam.
- (d) If the inactive licensee holds an active license from the Georgia Board's approved state's list and has been employed for one year as a Nursing Home Administrator prior to the date of the application, then the applicant must submit an application, fee, and ~~state~~ verification of an active, current license from the state or jurisdiction in which the license is held.

Authority: O.C.G.A. §§ 43-1-22, 43-27-4, 43-27-5 and 43-27-6

Mr. Cook motioned, Mr. Kroell seconded, and the Board voted to adopt the amendments to Rule 393-12-.02 Change from Inactive to Active as posted for the 30-day minimum requirement. None opposed, motion carried.

Additionally, he Board voted that it is not legal or feasible to meet the objectives of O.C.G.A. §§ 43-1-22, 43-27-4, 43-27-5 and 43-27-6 to adopt or implement differing actions for businesses as listed in O.C.G.A. § 50-13-4(a) (3) (A), (B), (C) and (D). The formulation and adoption of this chapter will impact every licensee in the same manner and each licensee is independently licensed, owned and operated in the field of nursing home administration.

There were no guest attendees present for the public rule hearing.

Petition for Waiver/Variance Requests:

- Matthew Honeycutt-Rule 393-9-.02 (b) Qualifications of Applicants

Mr. Cook motioned, Ms. Morgan seconded, and the Board voted to deny the petition for waiver/variance request. Insufficient evidence provided to prove hardship. None opposed, motion carried.

- Melissa Perry-Rule 393-4-.02 (5) Georgia Board Approved AIT Program Requirements

Dr. Sauter motioned, Mr. Cook seconded, and the Board voted to deny the petition for waiver/variance request. Insufficient evidence provided to prove hardship. None opposed, motion carried.

Correspondences:

Correspondence(s) received between scheduled Board meetings were reviewed and discussed.

- Jule Windham, Vanessa Mack, Amanda Elliott, and National Association of Long Term Care Administrator Boards (NAB)

Ms. McCullar motioned, Mr. Kroell seconded, and the Board voted to allow the administrative staff to respond to all correspondences presented to the Board as directed. None opposed, motion carried.

Executive Session

Ms. Morgan motioned, and Mr. Stone seconded, and the Board voted to enter into Executive Session in accordance with O.C.G.A. § 43-1-2(k) (1) (2), O.C.G.A. § 50-14-2(1), O.C.G.A. § 43-1-2-(k) (4), O.C.G.A. § 43-1-19 (h) (2) & (4) to receive and review information pertaining to Applications, receive the Attorney General's, Cognizant, and Enforcement Reports. Voting in favor of the motion were those present who included Board members Baxter, Cook, Morgan, Card, Sauter, Stone, McCullar, Griffin, Kroell, and Roberson.

At the conclusion of Executive Session on Thursday, September 08, 2011, Ms. Baxter declared the meeting to be "open" pursuant to the Open and Public Meeting Act O.C.G.A. § 50-14-1 et seq.

APPLICATIONS:

Ms. McCullar motioned, Mr. Stone seconded, and the Board voted to take the following action on applicants applying for licensure as follows. None opposed, motion carried.

APPLICANTS FOR LICENSURE AS AN ADMINISTRATOR:

1. Elliott, Amanda Approved for licensure

APPLICANTS FOR LICENSURE AS AN ADMINISTRATOR IN TRAINING:

1. Ash, Amy Approved for licensure
2. Butler, Daron Approved for licensure
3. Foskey, Linda Approved for licensure
4. Lawhorn, Deborah Approved for licensure
5. P.M. Pending the receipt of additional information
6. Metheny, Steven Approved for licensure
7. Narmore, Vanessa Approved for licensure
8. Spencer, Windham Approved for licensure
9. S.S. Pending the receipt of additional information
10. Stewart Wilson, Deborah Approved for licensure

APPLICANTS FOR LICENSURE BY ENDORSEMENT:

1. R.B. Denied. Failed to demonstrate the qualifications or standards for licensure
2. Burton, Camella Approved for licensure
3. K.G. Pending the receipt of additional information
4. Jackson, Christopher Approved for licensure
5. L.E.J. Pending the receipt of additional information
6. T.M. Issue upon the receipt of a signed public reprimand with fine
7. Thompson, Brian Approved for licensure
8. Z.W. Approved pending the receipt of additional information
9. M.H. Pending the receipt of additional information

APPLICANTS FOR LICENSURE BY REINSTATEMENT:

1. Suggs, Janet Approved for licensure
2. J.T. Issue upon the receipt of a signed public reprimand with fine

APPLICANTS FOR LICENSURE AS A LICENSED PRECEPTOR:

1. Fellers, Patrick Approved for licensure
2. Holliday, Elisa Approved for licensure
3. Nelson, Edward Approved for licensure
4. Stewart, Jimmie Approved for licensure
5. Trevisol, Gerald Approved for licensure

APPLICATIONS FOR LICENSURE AS AN APPROVED TRAINING SITES:

- | | |
|-------------------------------------|---|
| 1. Cedar Valley Nursing Rehab | Approved for licensure |
| 2. Gibson Health and Rehabilitation | Pending the receipt of additional information |
| 3. Golden Living Center | Approved for licensure |
| 4. Gray Health and Rehabilitation | Denied. Facility does not meet requirements |

Ms. McCullar motioned, Mr. Stone seconded, and the Board voted to accept the recommendations on the AIT monthly reports as presented. None opposed, motion carried.

ADMINISTRATOR IN TRAINING - MONTHLY REPORTS:

- | | |
|------------------------|---|
| 1. Barfield, Tresa | Approved reports |
| 2. Brown, Myrtis | Approved reports |
| 3. Daniel, Karen | Approved reports |
| 4. Dollander, Michael | Approved reports |
| 5. Foskey, Linda | Approved reports |
| 6. Goodrum, Tomorrow | Approved reports |
| 7. Hale, Amy | Approved reports |
| 8. Huff, Melinda | Approved reports |
| 9. Ibidunni, Alabi | Approved reports |
| 10. S.L. | Disapproved reports; must reapply for new AIT license |
| 11. Lovett, Yvonne | Approved reports |
| 12. Marcus, Theodore | Approved reports |
| 13. Massengale, Trinia | Approved reports |
| 14. Mitzner, Kevin | Approved reports |
| 15. Orne, David | Approved reports |
| 16. Souter, James | Approved reports |
| 17. Stone, Diane | Approved reports |
| 18. Tilsta, Lorraine | Approved reports |
| 19. Wilson, Bill | Approved reports |

Applicant Interviews:

Mr. Stone motioned, and Mr. Kroell seconded, and the Board voted to take the following action on applicants for licensure by Reinstatement appearing before the Board.

- C.J. Denial stands, insufficient evidence provided to grant licensure

Professional Practices Committee Report:

Ms. Baxter gave an update on the pending complaint/investigation cases with the committee.

Cases Closed: No additional information required:

- NHA120022

Complaint cases referred to DCH:

- NHA120007

Complaint cases referred to Investigations:

- NHA120030

Mr. Kroell motioned, Dr. Sauter seconded, and the Board voted to accept the Professional Practices Committee Report as presented. None opposed, motion carried.

Attorney General's Report:

Ms. Scarlett Shell, 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.

Mr. Stone motioned, Mr. Kroell seconded, and the Board voted to approve the Assistant Attorney General's report as presented. None opposed, motion carried.

Additional Business:

- 1. Mr. Cook motioned, Ms. Morgan seconded, and the Board voted to approve the following 2012 Board meeting dates as presented. None opposed, motion carried.**
 - a. 03-29-2012, 06-28-2012, 09-27-2012, 12-20-2012

With no additional business to be discussed, Mr. Stone motioned, Mr. Kroell seconded, and the Board voted to adjourn today's scheduled meeting at 01:45 p.m.

Minutes recorded by:

Amanda M. Allen, Board Secretary

Minutes reviewed and edited by:

Brig Zimmerman, Executive Director

Barbara Baxter, President

Brig Zimmerman, Executive Director

These minutes were signed and approved on December 08, 2011