

**GEORGIA STATE BOARD OF
NURSING HOME ADMINISTRATORS
Meeting Minutes – January 25, 2018 9:00 A.M.**

The Georgia State Board of Nursing Home Administrators met on Thursday, January 25, 2018 in the Board office at 237 Coliseum Drive, Macon, Georgia 31217.

Members Present:

Barbara Baxter, NHA, Chair
Barbara Mitchell, NHA, Vice-Chair
Norma Jean Morgan, Ex Officio, DCH Designee
Terrell Cook, NHA
Carolyn Hill, RN (via teleconference)
Dianne Patterson, NHA (via teleconference)*
Kay Watkins, Public at Large (via teleconference)
Scott Kroell, NHA (via teleconference)
Dare Domico, Educator (via teleconference)
Kerry Smith, NHA (via teleconference beginning at 11:22 am)
*(Ms. Patterson departed from the call at 11:57 am)

Board Members Absent:

Dennis Taylor, Jr., M.

Staff Present:

Brig Zimmerman, Executive Director, HC-1
Linsey Brookins, Board Support Specialist
Tiffany Jordan, Licensing Analyst

Attorney General's Office:

Janet Jackson, Assistant Attorney General

Ms. Baxter, Board Chair, established that a quorum of the Board was present and called the Board meeting to order at 9:28 a.m.

Agenda: Approved as presented

Ms. Mitchell moved, Ms. Morgan seconded, and the Board voted to enter into Executive Session in accordance with O.C.G.A. §43-1-2(k) (1) (2), § 50-14-2 (1), and 43-1-19(h) (2) &(4), to deliberate on applications, review previous meeting executive session meeting minutes and deliberate on the Professional Practices Committee and Assistant Attorney General reports. Voting in favor of the motion were those Board members present: Baxter, Mitchell, Morgan, Cook, Hill, Kroell, Patterson, Domico and Watkins.

At the conclusion of Executive Session on Thursday, January 25, 2018, Ms. Baxter declared the Board meeting to be "open" pursuant to the Open and Public Meeting Act O.C.G.A. § 50-14-1 et seq, No votes were taken in Executive Session.

Applications:

- E.C.
- F.F.
- D.J.
- J.W.

Recommendation:

Approve for Reinstatement
Table for receipt of additional information
Table for receipt of additional information
Table for receipt of additional information

Ms. Mitchell moved, Mr. Cook seconded and the Board voted to formally request information from another professional licensure Board pursuant to O.C.G.A. § 43-1-19(h) regarding applicant #2705938. None opposed, motion carried.

Ms. Morgan moved, Ms. Patterson seconded and the Board voted to accept the recommendations of the above applications as presented. None opposed, motion carried.

Professional Practice Committee Report:

Complaints/DCH Surveys:

- NHA170011
- NHA170012
- NHA180002
- NHA180004
- NHA180005
- NHA180007
- NHA180008
- NHA180009
- NHA180010

Recommendation:

Requested Information Received; Close Case
Tabled pending receipt of additional information
Tabled pending receipt of additional information
Tabled pending receipt of additional information
Requested Information Received; Close Case
Requested Information Received; Close Case
Requested Information Received; Close Case
Requested Information Received; Close Case
Requested Information Received; Close Case

Ms. Domico moved, Ms. Mitchell seconded and the Board voted to accept the recommendations of the Professional Practices Committee referenced cases before the Board. None opposed, motion carried.

Attorney General's Report:

Ms. Janet Jackson, Assistant Attorney General provided a written status report to the Board in Executive Session, which included information on any cases referred for action, requests for advice and/or requests for authority for proposed rules.

Mr. Cook moved, Ms. Patterson seconded and the Board voted to accept the Attorney General's report as presented during Executive Session. None opposed, motion carried.

Executive Session Minutes:

- October 26, 2017

Recommendation:

Approve with amendments

Ms. Domico moved, Ms. Mitchell seconded and the Board voted to approve the October 26, 2017 Executive Session Minutes as amended. None opposed, motion carried.

Board Chair Report:

Ms. Barbara Baxter did not have a report to present to the Board.

Meeting Minutes:

- October 26, 2017
- November 30, 2017 Conf. Call

Recommendation:

Approve with amendments
Approve with amendments

Mr. Cook motioned, Ms. Hill seconded and the Board voted to approve the October 26, 2017 meeting minutes as amended. None opposed, motion carried.

Ms. Patterson motioned, Ms. Watkins seconded and the Board voted to approve the November 30, 2017 conference call meeting minutes as amended. None opposed, motion carried.

Board Discussion: **Approved Preceptor and Training Sites**

During this renewal cycle for the preceptor and training site approvals, it was brought to the attention of the Board that licensed NHA's who are approved as preceptors for specific training sites often leave the site/facility and move to another, or become corporate employees who are routinely assigned to other facilities by their corporate owners, and who retain/renew their preceptor approvals. Their approved sites are often left without an approved preceptor.

The Board’s intent for approval of a preceptor and training site is that the two go together for the purposes of training a designated administrator in training (AIT). The approval of both may be renewed biannually if the preceptor NHA of record remains at the approved facility with the intent of accepting other AIT’s in the future. The Board will begin discussion on the current rules pertaining to AIT programs and approvals of preceptors and training sites. Board members C. Hill and B. Baxter agreed to serve as a committee to begin discussions. In addition, the Board requested E.D. Zimmerman reach out to Mr. M. Barry to attend the next scheduled meeting to discuss an AIT training program proposal he has put together.

Application Ratify List: Issued Date: 10/26/2017 – 01/24/2018 Recommend to Ratify

License No.	Licensee
NHA005800	Lauren Marie Bottoms
NHA005801	John Michael Rowe
NHA005802	Rebecca Lea Minter
NHA005803	Karie Ann Driver
NHA005804	Jonathan Andrew Black
NHA005805	Emily Brooke Rogers
NHA005806	Christopher Shawn Owensby
NHA005807	John Edward Palmer
NHA005808	Sarbrinia Tamikia Cain
NHA005809	Shannetha Shuntae Wilder
NHA005810	Jazmine Nicole Valle
NHA005811	Melissa Porter Reynolds
NHA005812	Sasha Bonita Echols
NHA005813	Cindy L Daughters
NHA005814	Marcus Leon Oates
NHAP000229	Lynis Vernand Howell
NHAP000230	Vicki Jan Cooper
NHAS000251	High Shoals Health and Rehabilitation
NHAS000252	Azalea Health and Rehabilitation
NHAS000253	Pruitt Health Bethany
NHAS000254	Westbury Health and Rehabilitation Center- Conyers, Inc.
NHAS000255	Camellia Gardens Of Life Care
NHAS000256	Renaissance Center
NHAT000356	Avie Dean Fowler Claxton
NHAT000357	Ashley Lauren Sheppard Cooper
NHAT000358	Juliet Rosemarie D'Alessandro
NHAT000359	Kaelyn Elizabeth Meade

Ms. Mitchell moved, Ms. Hill seconded, and the Board voted to approve the Application Ratify List as presented. None opposed, motion carried

General Rules Discussion: Ongoing

- Rule 393-4-.02 Administrator In Training (AIT) Program Requirements
- Rule 393-9-.02 Qualification. Of Applicants by Reciprocity

Ms. Mitchell moved, Ms. Morgan seconded, and the Board voted to enter into Executive Session in accordance with O.C.G.A. §43-1-2(k) (1) (2), § 50-14-2 (1), and 43-1-19(h) (2) &(4), for the purpose of Board member training on the new web based “Bridge” program that will be utilized for all future meetings, to include applications and complaint related discussions. Voting in favor of the motion were those Board members present: Baxter, Mitchell, Morgan, Cook, Hill, Kroell, Patterson, Domico, Watkins and Smith.

At the conclusion of Executive Session on Thursday, January 25, 2018, Ms. Baxter declared the Board meeting to be “open” pursuant to the Open and Public Meeting Act O.C.G.A. § 50-14-1 et seq.

Board Rules Discussion, Cont’d

- Rule 393-4-.02 Administrator In Training (AIT) Program Requirements – *Discussion Only*
- Rule 393-9-.02 Qualifications of Applicants by Reciprocity

Mr. Cook moved, Ms. Mitchell seconded and the Board voted to refer the proposed rule amendments of 393-9-.02 to the AG’s office for a Memo of Authority, and upon receipt of said authority to post for the minimum thirty days for public view with a public rules hearing to be scheduled for the next available date following the thirty day public posting. None opposed, motion carried.

The Board tabled further discussion on Board Rule 393-4-.02 and will revisit their recommendations the next scheduled meeting date.

With no additional Board business requiring committee discussion, the Board meeting was adjourned at 12:16 p.m.

Minutes Recorded by:

Linsey Brookins, Board Support Specialist

Minutes Reviewed and Edited by:

Brig Zimmerman, Executive Director

BARBARA BAXTER

BRIG ZIMMERMAN

Chair

Executive Director, Healthcare 1

These minutes were approved on: **April 26, 2018**