

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

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

**Members Present:**

Barbara Baxter, NHA, Chair  
Barbara Mitchell, NHA, Vice-Chair  
Carolyn Hill, RN  
Kerry Smith, NHA  
Terrell Cook, NHA  
Scott Kroell, NHA  
Norma Jean Morgan, Ex Officio, DCH Designee  
Kay Watkins, Public at Large (via teleconference)  
Dennis Taylor, Jr., M. (via teleconference)

**Board Members Absent:**

Dare Domico, Educator  
Dianne Patterson, NHA

**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 9:15 a.m.

**Agenda:** Approved with additional items:

- C. E. Rule Discussion – B. Mitchell

**Ms. Mitchell moved, Mr. Kroell 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, Watkins, Cook, Hill, Taylor, Smith, Morgan and Kroell.**

**At the conclusion of Executive Session on Thursday, October 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/AIT Monthly Reports:**

- J.S.
- D.M.
- V.E.

**Recommendation:**

Reinstate  
Approve for 2000 hour AIT Program  
Extension Request Approved

**Mr. Cook moved, Ms. Watkins seconded and the Board voted to accept the recommendations of the application for J.S. to reinstate the license as presented. None opposed, motion carried.**

**Ms. Watkins moved, Mr. Cook seconded and the Board voted to accept the recommendations of the application of D.M. as presented. None opposed, motion carried.**

**Mr. Smith moved, Ms. Hill seconded and the Board voted to accept the recommendations of the above application for V.E. as presented. None opposed, motion carried.**

**Professional Practice Committee Report:**

**Complaints/DCH Surveys:**

- NHA180002
- NHA190001
- NHA190002
- NHA190003
- NHA190005
- NHA190006

**Recommendation:**

Refer to Investigations for hand service of subpoena  
Close upon receipt of additional information  
Close; Refer to Nursing Board  
Tabled; Pending receipt of additional information  
Tabled; Pending receipt of additional information; Refer to Nursing Board  
Pending; Ratify the administrative referral to DCH

**Ms. Hill moved, Mr. Cook seconded and the Board voted to accept the recommendations of NHA180002 for referral to Investigations for a hand service subpoena as presented. None opposed, motion carried.**

**Mr. Kroell moved, Dr. Taylor seconded and the Board voted to accept the recommendations of the Professional Practices Committee referenced cases before the Board. None opposed, motion carried.**

**Ms. Mitchell moved, Mr. Cook seconded and the Board voted to ratify the referral of case NHA190006 to DCH as presented. 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.

Ms. Jackson announced her retirement effective in January 2019 after 34 years of working with AG's office. Ms. Jackson shared her appreciation to the Board members for the years she has worked with the Nursing Home Administrators Board. The Board in turn expressed their appreciation to Ms. Jackson's for her service to the Board, the licensees and the public.

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

**Executive Session Minutes:**

- July 19, 2018

**Recommendation:**

*Tabled for further review*

**Ms. Morgan moved, Mr. Cook seconded and the Board voted to table to approval of the July 19, 2018 Executive Session meeting minutes until a future conference call so that the minutes can be reviewed by the Board and legal counsel. None opposed, motion carried.**

**Meeting Minutes:**

- July 19, 2018

**Recommendation:**

*Tabled for further review*

**Ms. Morgan moved, Mr. Cook seconded and the Board voted to table to approval of the July 19, 2018 Board Meeting minutes until a future conference call so that the minutes can be reviewed by the Board and legal counsel. None opposed, motion carried.**

**Public Rules Hearing:** 10:30 a.m.

*Please Note: There were no visitors present for the public rules hearing nor were there any verbal, written comments or other submissions regarding the proposed rule amendments received within the thirty days of posting for public view and comment for the public rule hearing.*

- Rule 393-4-.02 AIT Program

The Board discussed the reasons for, and the intent of the proposed amendments to Board rule 393-4-.02 AIT Program. The amendments to the rule are procedural in nature as it is the duty of the Board to determine procedures for AIT training programs and preceptors - the termination of programs, the receipt of applications and monthly reports, and all other specifics of the training program approval for applicants.

**Ms. Mitchell moved, Mr. Cook seconded and the Board voted to adopt the amendments to Board Rule 393-4-.02 AIT Program as presented. None opposed, motion carried.**

**Ms. Hill moved. Mr. Kroell seconded and the Board voted for the public release of the AG's office Memorandum of Authority received for Rule 393-4-.02, and for the memo to be included in the rule adoption packet sent to the Governor as required by O.C.G.A. 43-1C-3. None opposed, motion carried.**

**In addition, Mr. Smith moved, Ms. Mitchell seconded and the Board voted that the formulation and adoption of the proposed rule amendments to 393-4-.02 does not impose excessive regulatory cost on any licensee or training program applicant and any cost to comply with the proposed new rule cannot be reduced by a less expensive alternative that fully accomplishes the objectives of the O.C.G.A. §§ 43-27-5(9), 43-1-10, 43-1-11, 43-1-25, 43-27-4 and 43-27-5, 43-27-6.**

**Additionally, the Board voted that it is not legal or feasible to meet the objectives of the O.C.G.A §§ 43-27-5(9), 43-1-10, 43-1-11, 43-1-25, 43-27-4 and 43-27-5, 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 new rule will impact every licensee and training program applicant in the same manner and each licensee is independently licensed in the field of nursing home administration. None opposed, motion carried.**

**Board Chair Report:** B. Baxter

Ms. Baxter's update included announcement of the upcoming NAB Mid-Year Meeting on November 7-9, 2018

**Application Ratify List:** Issued Date: 7/20/2018 - 10/24/2018

License No.	Licensee
NHA005847	Dina B Crawford
NHA005848	Kaelyn Elizabeth Meade
NHA005849	Brentin Dale Ramsey
NHA005850	Juliet Rosemarie D'Alessandro
NHA005851	Crystal Hadden Rabun
NHA005852	Sena Abla Quist
NHA005853	Chinwe Jessica Anyikire
NHA005854	Michael Dean Kephart

NHA005855	Woodie Wallace Lee
NHA005856	Kourtney Lamar Hales-Richards
NHA005857	Gregory N Orewa
NHA005858	Gary Leonard Plasschaert
NHA005859	Regina Lynett Morton
NHA005860	Annica A Stansberry
NHA005861	Nwanneka J Eke
NHAP000242	Ronald G Crump
NHAP000243	Charles Harry Orrick, IV
NHAP000244	Kimnie Chan Bennett
NHAP000245	Joel Martin Reed
NHAP000246	Jane Pitchford Whitton
NHAS000266	Pinewood Manor Nursing Home & Rehab Center
NHAS000267	Seminole Manor Nursing Home
NHAS000268	Roselane Health and Rehabilitation
NHAS000269	Briarwood Health and Rehabilitation Center
NHAS000270	Early Memorial Nursing Home
NHAT000379	Brandon Luke Martin
NHAT000380	James Anderson Nixon
NHAT000381	Megan Logue Gibbs
NHAT000382	Loretta Charmoin Nelson
NHAT000383	Shelina Kaba Esmail
NHAT000384	Melanie Devane Covington
NHAT000385	Tiffany Lauren Sledge
NHAT000386	Shalonda La'trina Wells
NHAT000387	Herminio Barbosa Caceres, Jr
NHAT000388	Tina Richards Bates
NHAT000389	Holli Hiers Huggins Sweat
NHAT000390	Brooks Allen Carter
NHAT000391	Victor Leland Epperson
NHAT000392	Zubayda A Sutton

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

**2019 Board Meeting Dates** *(Meetings begin at 9:00 a.m., Macon, GA Board Office)*

- Thursday, January 24, 2019
- Thursday, April 25, 2019
- Thursday, August 1, 2019
- Thursday, November 7, 2019

**Petition for Rule Waiver/Variance:**

- A. Jones

**Recommendation:**

Deny

- K. Blocker Deny
- R. Lawson Deny
- P. Wesley Deny

**Ms. Mitchell moved, Mr. Cook seconded and the Board voted to deny the petition request for A. Jones as presented for failure to demonstrate a substantial hardship and does not meet the underlying purpose of the statute required by O.C.G.A. §§ 50-13-9.1. None opposed, motion carried.**

**Mr. Cook moved, Ms. Watkins seconded and the Board voted to deny the petition request for K. Blocker as presented for failure to demonstrate a substantial hardship and does not meet the underlying purpose of the statute required by O.C.G.A. §§ 50-13-9.1. None opposed; motion carried.**

**Ms. Mitchell moved, Dr. Taylor seconded and the Board voted to deny the petition request for R. Lawson as presented for failure to demonstrate a substantial hardship and does not meet the underlying purpose of the statute required by O.C.G.A. §§ 50-13-9.1. None opposed, motion carried.**

**Ms. Mitchell moved, Ms. Hill seconded and the Board voted to deny the petition request for P. Wesley as presented for failure to demonstrate a substantial hardship and does not meet the underlying purpose of the statute required by O.C.G.A. §§ 50-13-9.1. None opposed, motion carried.**

**Board Rules Discussion:**

- Rule 393-9-.04 Health Services Executive
- Rule 393-13-.01 Continuing Education Requirements
- Rule 393-13-.02 Continuing Education Sources
- Rule 393-13-.03 Continuing Education Documentation

**Mr. Kroell moved, Mr. Smith seconded and the Board voted to refer the proposed new Board Rule sub-chapter, 393-9-.04 Health Services Executive, to the AG’s office for a Memo of Statutory Authority and upon receipt, to publically post said proposed new Board Rule sub-chapter for the required minimum of thirty days, with a public rule hearing to be scheduled the next available date following the thirty-day public posting.**

**Ms. Hill moved, Ms. Mitchell seconded and the Board voted to refer the proposed amendments to Board Rule 393-13-.01 Continuing Education Requirements, to the AG’s office for a Memo of Statutory Authority and upon receipt, to publically post said proposed new rule for the required minimum of thirty days with a public rule hearing to be scheduled for the next available date following the thirty-day public posting.**

**Ms. Hill moved, Ms. Mitchell seconded and the Board voted to refer the proposed amendments to Board Rule 393-13-.02 Continuing Education Sources, to the AG’s office for a Memo of Statutory Authority and upon receipt, to publically post said proposed new rule for the required minimum of thirty days with a public rule hearing to be scheduled for the next available date following the thirty-day public posting.**

**Ms. Hill moved, Ms. Mitchell seconded and the Board voted to refer the proposed amendments to Board Rule 393-13-.03 Continuing Education Documentation, to the AG’s office for a Memo of Statutory Authority and upon receipt, to publically post said proposed new rule for the required minimum of thirty days with a public rule hearing to be scheduled for the next available date following the thirty-day public posting.**

**With no additional Board business requiring discussion, the Board meeting adjourned at 12:50 p.m.**

Minutes Recorded by:  
Minutes Reviewed and Edited by:

Linsey Brookins, Board Support Specialist  
Brig Zimmerman, Executive Director

**BARBARA BAXTER**

Chair

**BRIG ZIMMERMAN**

Executive Director, Healthcare 1

The minutes were reviewed and approved: **March 28, 2019**