

**Georgia State Board of Long-Term Care Facility Administrators**

**Teleconference Board Meeting Minutes – April 8, 2021**

Professional Licensing Boards Division of the Secretary of State  
237 Coliseum Drive, Macon, Georgia 31217

**Members Present:**

- Barbara Mitchell
- Barbara Baxter
- Chap Nelson
- Shanna Dupree
- Staci Kennedy
- Kim Pitsenbarger
- Danny Rampey
- Shane Mobley

**Others Present:**

- Brad Coman, Executive Director
- Carla Murray, Licensing Supervisor
- Alexis Hardy, Board Support Specialist
- Mary Brannen, Assistant Attorney General

*Note: Visitors are excused during Executive Session unless scheduled for a personal appearance.*

Barbara Mitchell, acting Chair, noted that a quorum was present, called the meeting to order at 9:06 a.m., and declared the meeting to be “open” pursuant to the Open and Public Meeting Act, O.C.G.A. §§50-14-1 et seq.

**OPEN SESSION**

**New Member Swearing In:**

All eight members were appointed by the Governor since the last meeting of the Board, with two members, Barbara Mitchell and Barbara Baxter, having previously served on the Nursing Home Administrators Board. The Board welcomed the six newly appointed members – Chap Nelson, Shanna Dupree, Staci Kennedy, Kim Pitsenbarger, Danny Rampey, and Shane Mobley. Brad Coman, Executive Director, swore all members in.

**Board Election**

Barbara Baxter moved, Chap Nelson seconded, and the Board unanimously voted to elect Barbara Mitchell as Chair. Barbara Mitchell moved, Chap Nelson seconded, and the Board unanimously voted to elect Barbara Baxter as Vice-Chair.

**Agenda**

Barbara Baxter moved, Danny Rampey seconded, and the Board voted to approve the April 8, 2021 agenda.

**Minutes**

Barbara Baxter moved, Kim Pitsenbarger seconded, and the Board voted to approve the January 14, 2021 Open Meeting minutes and Executive Session minutes.

**Ratification List**

Licenses Issued 1/14/2021 through 4/5/2021 (Total – 36): Barbara Baxter moved, Shanna Dupree seconded, and the Board voted to ratify the licenses issued between meetings by application and reinstatement in accordance with Board Rules and Policies.

License #	Licensee
NHA006002	Scott S Ng
NHA006003	Eric J Weisz
NHA006004	Angela Readd
NHA006005	Jacob Austin

License #	Licensee
NHA006006	Jenice Lyn Baker
NHA006007	Dalton Cole Ray
NHA006008	Tekel Channa Harrison
NHA006009	Tameika Mabin

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License #	Licensee
NHA006010	Adrian Diquan Lewis
NHA006011	Rhod Jean Fenelus
NHA006012	Sarah Campbell Flathmann
NHA006013	Dorenda Mae Tiggs
NHA006014	Brandon Del Wood
NHA006015	Andre Bernard Howell
NHAP000269	Franklin Jay Nathan
NHAP000270	Robert Mitchell Kraft
NHAP000271	Francine Denise Walker
NHAP000272	Gary Michael Trullinger
NHAP000273	Matthew Gregory Martin
NHAS000289	Habersham Home
NHAS000290	Senior Care Center Brunswick
NHAS000291	Riverdale Center for Nursing and Healing

License #	Licensee
NHAS000292	Roberta Health & Rehab
NHAS000293	Taylor County Health and Rehabilitation
NHAS000294	Sandy Springs Health & Rehabilitation
NHAT000452	Corey Montrai Langston
NHAT000453	Emma Horton
NHAT000454	Tami Felicia Blackmon
NHAT000455	Pamela T Scandrett
NHAT000456	Elisia Danielle Miller
NHAT000457	Ginny Rebecca Reeves
NHAT000458	Thomas Owen Martens
NHAT000459	Taffi La'tise Moore
NHAT000460	Tyler Lawrence Arnold
NHAT000461	Shama Patil
NHAT000462	Patrick Leon Wesley

**EXECUTIVE SESSION**

Danny Rampey moved, Barbara Baxter seconded, and the Board voted to enter into Executive Session at 9:17 a.m. 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 discussing and reviewing applications and complaints, and to hear the Attorney General's Report.

At the conclusion of Executive Session Barbara Mitchell, Chair, declared the Board meeting to be "open" pursuant to the Open and Public Meeting Act O.C.G.A. § 50-14-1 et seq., at 10:23 a.m. No votes were taken in Executive Session.

**OPEN SESSION**

Barbara Baxter moved, Danny Rampey seconded, and the motion was carried unanimously by the Board to ratify the following recommendations made during Executive Session:

**Applications:**

2886802 – Request for AIT program extension – Denied. Letter of Concern to preceptor regarding requirement to submit reports monthly and ensure that the AIT complies with the laws and rules of the Board.

2918810 – NHA application for licensure by exam – Approved.

**Complaints**

NHA210004 – Close – Facility in compliance.

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NHA210005 – Close – Facility in compliance.

NHA210016 – Table – Pending response from Department of Community Health.

NHA210021 – Close – Facility in compliance.

NHA210023 – Close – No violation.

NHA210025 – Close – Refer to Department of Community Health.

NHA210026 – Close – Refer to Department of Community Health.

NHA210028 – Close – No jurisdiction.

**Attorney General’s Report**

The Board reviewed and accepted the Attorney General’s report, which included information on any cases referred for action or requests for advice.

**OTHER BUSINESS**

**ALCA and PCHA Update**

The Board reviewed the updated applications and fee schedule for Assisted Living Community Administrators and Personal Care Home Administrators, and discussed the rollout of applications, which began on April 5<sup>th</sup>.

**Correspondence**

The Board reviewed correspondence from a licensee requesting that the Board consider waiving or modifying the continuing education requirements for Nursing Home Administrator license renewal for the 2021 renewal cycle. The Board noted their intention to vote to adopt an emergency rule amendment to address this issue, which will be posted to the Boards website once approved.

**Proposed Emergency Rule Amendment**

Upon finding that the coronavirus pandemic, which has adversely affected Nursing Homes, is of imminent peril to the public health, safety, or welfare; and, upon Governor Kemp’s executive order declaring a public health emergency in the state of Georgia; and, the fact that in-person courses have been canceled, making it more difficult for licensees to complete the necessary education for maintenance of their license, Chap Nelson moved, Kim Pitsenbarger seconded and the Board voted unanimously to adopt an Emergency Amendment to Board Rule 393-13-.01 to allow licensees to complete the required continuing education online, without the requirement that half of the required hours be completed in-person or via live webinar. This rule shall be in effect for the duration of the Public Health State of Emergency and for a period of one-hundred twenty (120) days thereafter. The formulation and adoption of this rule does not impose excessive regulatory cost on any licensee and any cost to comply with the proposed rules cannot be reduced by a less expensive alternative that fully accomplishes the objectives of the applicable laws as required by O.C.G.A. § 50-13-4.

Rule 393-13-.01 Continuing Education Requirements for Nursing Home Administrators

(1) Forty (40) clock hours of continuing education are required biennially to renew a license.

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- (2) A minimum of six (6) of the forty (40) hours shall be on Professional Development/Integrity and/or Resident Rights.
- (3) The remaining thirty-four (34) clock hours shall be in any or all of the following health care subject areas:
  - (a) Resident Centered Care and Quality of Life to include Abuse, Neglect, Exploitation and Investigation;
  - (b) Gerontology and Special Populations;
  - (c) Human Resources;
  - (d) Finance/Financial Practice/Financial Integrity;
  - (e) Leadership Skills and Management;
  - (f) Ancillary Services Management/Development;
  - (g) Regulatory Compliance;
  - (h) Quality Assurance;
  - (i) Emergency Preparedness training;
  - (j) Infection Control;
  - (k) Alzheimers and Dementia Care.
- (4) Online study from a NAB/N.C.E.R.S. approved course is allowed (see #5).
- (5) ~~No more than twenty (20) clock hours of the total 40 clock hours may be obtained online. At least 20 clock hours must be obtained in person or via live webinar that is instructor led with student interaction, where student participation is monitored and verified.~~ Due to the Public Health State of Emergency regarding COVID-19 all continuing education hours required for license renewal may be obtained online. This rule shall be in effect for the duration of the Public Health State of Emergency and for a period of one-hundred twenty (120) days thereafter.
- (6) The continuing education requirement for the first renewal of a license which was issued in even numbered years shall be twenty (20) hours in any combination of the categories set out above. Licensees obtaining licensure in odd numbered years shall not be required to obtain any continuing education hours prior to the first renewal cycle. The passing of the qualifying national examination at any time during the biennium shall be equal to twenty (20) hours of continuing education.
- (7) Continuing education hours must be obtained within the two year biennium renewal cycle (i.e. January 1st of Even Numbered years and December 31st of Odd Numbered years).

Authority: O.C.G.A. §§ 43-1-24, 43-1-25, 43-27-4, 43-27-5, 43-27-6 and 43-27-8.

There being no further business, Barbara Mitchell, Chair, declared the meeting adjourned at 11:21 a.m.

The next meeting of the Georgia State Board of Long-Term Care Facility Administrators will be held Tuesday, July 8, 2021, at 9:00 a.m. at 237 Coliseum Drive, Macon, Georgia.

Minutes recorded by: Alexis Hardy, Board Support Specialist  
Minutes reviewed and edited by: Brad Coman, Executive Director  
Minutes approved on: June 3, 2021

  
Barbara Mitchell, Chair

  
Brad Coman, Executive Director