

Georgia State Board of Long-Term Care Facility Administrators
Teleconference Board Meeting Minutes – June 3, 2021
Professional Licensing Boards Division of the Secretary of State
237 Coliseum Drive, Macon, Georgia 31217

Members Present:

- Barbara Mitchell, Chair
- Barbara Baxter, Vice-Chair
- Chap Nelson
- Shanna Dupree
- Kim Pitsenbarger
- Shane Mobley
- Norma Jean Morgan

Others Present:

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

Members Absent:

- Danny Rampey
- Staci Kennedy

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

Barbara Mitchell, Chair, noted that a quorum was present, called the meeting to order at 9:01 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

Agenda

Barbara Baxter moved, Chap Nelson seconded, and the Board voted to approve the June 3, 2021 agenda as amended.

Minutes

Barbara Baxter moved, Chap Nelson seconded, and the Board voted to approve the April 8, 2021 Open Meeting minutes and Executive Session minutes.

Ratification List

Licenses Issued 4/6/2021 through 5/31/2021 (Total – 52): Barbara Baxter moved, Chap Nelson 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
ALCA000001	Michael C Battle
ALCA000002	Deana Schmidlin Harris
ALCA000003	Quentin Jones Jerrod
ALCA000004	Patricia Lynn Holloway
ALCA000005	Dustyn Tyler Sloan
ALCA000006	Krystal McKenzie Cardwell
ALCA000007	Brian Roy Hart
ALCA000008	Freda Dubrow Meyer
ALCA000009	Roxanne Almeita Carstarphen
ALCA000010	Cynthia Demonica Smith

License #	Licensee
ALCA000011	Kimberly Ann Pitsenbarger
ALCA000012	Faron Dean Barton
ALCA000014	Abena Ahenkan Nsiah
ALCA000015	Jayne Allison Carroll Adams
ALCA000016	Kimberly Claudette Bale
ALCA000017	Carrol Anne Carlisle
ALCA000018	Timothy Alan Knight
ALCA000019	Sandile Matthew Ntuli
ALCA000020	Samantha Nicole Allen
ALCA000021	Hudie W Langston, III

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License #	Licensee
ALCA000022	Leslie Jaye Finkley
ALCA000023	Shanna Boss Dupree
ALCA000024	Gerald Mark Rick
ALCA000025	Heather Barnes
ALCA000026	Sandra McCormick Doyle
ALCA000027	Sheralyn R Rosser
ALCA000028	Tara La'Toye Henry
ALCA000029	Jocelyn Rae Cochran
NHA006016	Tracey Diane Nelson
NHA006017	Charmagne Elise Stokley
NHA006018	Sara Ruth Penson
NHA006019	Meredith Seaton Turner
NHA006020	Todd C McDuffie
NHA006021	Malik Warees Hakeem
NHA006022	Gregory Gerard Bidwell

License #	Licensee
NHA006023	Rochelle McSween
NHA006024	Priscilla B Kwah
NHA006025	Darryl Taylor
NHA006026	Gregory M Forbes
NHA006027	Breana Kimberly Baker
NHA006028	Alisa Michelle Lewis
NHA006029	Corey Montrai Langston
NHA006030	Zachary Brian Anderson
NHAT000463	Latosha M Brown
NHAT000464	Adriane Dalphine Spencer
PCHA000001	Brian Roy Hart
PCHA000003	Kaitlyn Leona Smith Raper
PCHA000004	Kathyjo Spivey Gordon
PCHA000005	April Cook Hyde
PCHA000006	Sheralyn R Rosser

EXECUTIVE SESSION

Chap Nelson moved, Shanna Dupree seconded, and the Board voted to enter into Executive Session at 9:09 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 10:02 a.m. No votes were taken in Executive Session.

OPEN SESSION

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

Applications:

2942404 – Assisted Living Community Administrator – Approved.

2942431 / 2942683 – Assisted Living Community Administrator / Personal Care Home Administrator by Endorsement/Reciprocity – Approved.

2936754 – Assisted Living Community Administrator – Table – Does not hold a license in any other state; not eligible for licensure by Endorsement/Reciprocity. Applicant can apply for initial licensure.

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Teleconference Board Meeting Minutes – June 3, 2021
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2942751 – Administrator in Training – Table – Schedule applicant interview for July 8, 2021 Board meeting with applicant and preceptor.

Complaints

NHA210016 – Close – No violation.

NHA210011 – Close – Facility in compliance.

NHA210032 – Close – Referred to Department of Community Health between meetings at cognizant’s recommendation.

NHA210029 – Close – Facility in compliance.

NHA210033 – Table – Staff to request more information.

NHA210034 – Close – No jurisdiction.

NHA210035 – Close – No jurisdiction. Refer to Georgia State Board of Pharmacy.

NHA210036 – Close – No jurisdiction.

NHA210038 – Close – Refer to Department of Community Health.

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

New Member Swearing In:

The Board welcomed newly appointed member, Norma Jean Morgan. Brad Coman, Executive Director, swore her in.

NAB Correspondence

The Board reviewed correspondence from The National Association of Long Term Care Administrator Boards (NAB) regarding new domains and updates to the national exams, which will launch in March 2022.

CE Requirements

The Board discussed Emergency Rule 393-13-0.1-.01, which the Board voted to adopt at the April 8, 2021 meeting, which allows all continuing education hours required for license renewal to be obtained online, as opposed to in-person or live. By law, this emergency rule can only be in place for the duration of the Public Health State of Emergency and for a maximum of 120-days thereafter. In an abundance of caution and concern for the competency of Nursing Home Administrators throughout the state of Georgia, the Board encourages licensees to obtain the full amount of continuing education hours required for renewal, however, the Board will not audit licenses for continuing education completion for the 2021

Georgia State Board of Long-Term Care Facility Administrators

Teleconference Board Meeting Minutes – June 3, 2021

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renewal period after considering how the COVID-19 pandemic has adversely affected nursing homes, and considering the amount of training that administrators have had to acquire throughout the last year. Barbara Baxter moved, Chap Nelson seconded, and the motion carried.

There being no further business, Barbara Mitchell, Chair, declared the meeting adjourned at 10:31 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: July 8, 2021


Barbara Mitchell, Chair


Brad Coman, Executive Director