

BOARD OF ASSISTED LIVING RESIDENCE ADMINISTRATORS

MINUTES OF MEETING

OPEN SESSION

May 21, 2009

The Open Session of the Board of Assisted Living Residence Administrators was called to order at 9:01 a.m. on the above date in Room 104, Rhode Island Department of Health, 3 Capitol Hill, Providence, Rhode Island, pursuant to the applicable provisions of the Open Meetings Law, so called, and other applicable sections of the General Laws of the State of Rhode Island as amended.

BOARD MEMBERS IN ATTENDANCE

Catherine Davis

James Flanagan

Carol Hamel

Mark Lescault

Karen Peck

BOARD MEMBERS NOT IN ATTENDANCE

Jean Costa

Helene Soucy

STAFF MEMBERS IN ATTENDANCE

Donna Valletta, Board Administrator

OTHERS IN ATTENDANCE

None

1. ESTABLISHMENT OF QUORUM

James Flanagan called the meeting to order at 9:01 a.m. A quorum was established at this time.

2. PRESENTATION OF MINUTES OF OPEN SESSION OF February 5, 2009

Mr. Flanagan presented the Minutes of the Open Session of February 5, 2009. On motion of Karen Peck, seconded by Mark Lescault, it was unanimously voted to accept the minutes as presented.

3. BOARD ADMINISTRATOR'S REPORT

Donna Valletta informed the Board that she would create an application checklist to ensure consistency with the regulations and the Board's requirements for compliance. She will distribute a draft copy at the next Board meeting. The Assisted Living Residence Administrator application form will be revised. The Board recommended creating a spreadsheet to capture the Administrator Training Hours to include the date, the department, number of hours, residence and administrator signature. Donna Valletta will prepare a spreadsheet for the next meeting.

4. ADJOURNMENT TO EXECUTIVE SESSION

On motion of Karen Peck, seconded by Mark Lescault, it was unanimously voted to move into Executive Session pursuant to 42-46-4 and 42-46-5(1) of the Rhode Island General Laws for discussion of job performance, character, physical or mental health of applicants for licensure and licensees and for discussion of investigatory proceedings relating to misconduct by applicants licensure and licensees, and investigatory proceedings regarding allegations of civil or criminal misconduct. The Open Session adjourned at 9:04 a.m.

5. RETURN TO OPEN SESSION FOR PRESENTATION OF FINAL ACTIONS

James Flanagan called the Open Session back to order.

6. PRESENTATIONS OF FINAL ACTIONS

The Board reviewed and approved three Assisted Living Residence Administrator applications: two applicants by Examination and one applicant by Nursing Home Administrator license.

One applicant requires a criminal background document. Upon receipt, if there is no criminal activity, Donna Valletta will proceed in processing the application. If criminal activity is found, the Board will convene to review.

7. NEW BUSINESS

Mr. Flanagan informed the Board of current legislation that would exempt facilities who care for less than 6 individuals from complying with the Assisted Living Residence Licensing Act. After discussion on the concerns that could arise if such legislation passed, on motion of Mark Lescault, seconded by Karen Peck, it was unanimously voted to request Mr. Flanagan to write a letter on behalf of the Board to express its position against the proposed legislation and the requirement to comply with established rules and regulations.

8. ADJOURNMENT

On motion of Karen Peck, seconded by Mark Lescault, it was unanimously voted to adjourn at 9:32 a.m.

Respectfully submitted by

Donna Valletta

Board Administrator