

BOARD OF ASSISTED LIVING RESIDENCE ADMINISTRATORS

MINUTES OF MEETING

OPEN SESSION

June 10, 2010

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

Jean Costa

James Flanagan

Carol Hamel

Mark Lescault

BOARD MEMBERS NOT IN ATTENDANCE

Karen Peck

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 25, 2010

Mr. Flanagan presented the Minutes of the Open Session of February 25, 2010. On motion of Jean Costa, seconded by Mark Lescault, it was unanimously voted to accept the minutes as presented.

3. BOARD ADMINISTRATOR'S REPORT

Donna Valletta informed members that Catherine Davis resigned as the Consumer Member on the board effective March 10, 2010. The Board discussed the Advisory Board requirements and the current challenges for appointments. Donna distributed an updated board member listing.

Donna Valletta informed members that as of March 24, 2010, there were 244 active Assisted Living Residence Administrator licenses. Such licenses are currently in the renewal cycle and require a \$200 renewal application fee. Donna Valletta will provide an update of the number of licensees at the next meeting.

At this time, due to staffing and resource availability, revisions to the application form remain on hold. The Department is not conducting a full audit of Continuing Education Units (CEU), however, requires CEU evidence from those licensees with a complaint before the board.

4. ADJOURNMENT TO EXECUTIVE SESSION

On motion of Mark Lescault, seconded by Jean Costa, 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 9:10 a.m.

5. RETURN TO OPEN SESSION FOR PRESENTATION OF

RECOMMENDATIONS

James Flanagan called the Open Session back to order.

The Board reviewed and voted to approve three Assisted Living Residence Administrator applicants, who applied by examination:

Lisa Marie Ballantyne

Shirlee Kay Fleet

Lillian Jean Delmonico

The Board reviewed one case and voted the following action:

Case C10-208 – No Unprofessional Conduct with Letter of Concern

6. ANNOUNCEMENT

The next scheduled board meeting is October 14, 2010.

7. ADJOURNMENT

On motion of James Flanagan, seconded by Mark Lescault, it was unanimously voted to adjourn at 10:00 a.m.

Respectfully submitted by

Donna Valletta

Board Administrator