

**BOARD OF ASSISTED LIVING RESIDENCE ADMINISTRATORS
MINUTES OF MEETING
OPEN SESSION**

December 12, 2011

The Open Session of the Board of Assisted Living Residence Administrators was called to order at 9:00 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
Karen Peck**

BOARD MEMBERS NOT IN ATTENDANCE

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 9:00 a.m. A quorum was established at this time.

2. PRESENTATION OF MINUTES OF OPEN SESSION OF February 10, 2011

Mr. Flanagan presented the Minutes of the Open Session of February 10, 2011. 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 of departmental staffing changes and advised the members of the 2012 scheduled meetings: February 3, June 1, and October 5, 2012.

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 9:09 a.m.

5. RETURN TO OPEN SESSION FOR PRESENTATION OF RECOMMENDATIONS

James Flanagan called the Open Session back to order.

The Board voted to approve the following applications, by examination:

Jenny Christensen

Donna M. Kennedy

The Board reviewed four cases and voted to pend two complaints requiring supporting documentation, and voted the following actions on the other complaints:

C11-449 – No Unprofessional Conduct

C11-852 – No Unprofessional Conduct

6. ADJOURNMENT

On motion of James Flanagan, seconded by Mark Lescault, it was unanimously voted to adjourn at 11:40 a.m.

Respectfully submitted by

Donna Valletta

Board Administrator

Health Professions Regulation