

**ASSISTED LIVING RESIDENCE ADMINISTRATOR  
CERTIFICATION BOARD**

**OPEN SESSION MINUTES**

**October 30, 2013**

**A meeting of the Rhode Island Assisted Living Residence Administrator Certification Board was held on Wednesday, October 30, 2013 at 9:00 am in Room 104 of the Rhode Island Department of Health.**

**BOARD MEMBERS IN ATTENDANCE**

**Jean Costa**

**James Flanagan**

**Carol Hamel**

**Mark Lescault**

**BOARD MEMBERS NOT IN ATTENDANCE**

**Karen Peck**

**STAFF MEMBERS IN ATTENDANCE**

**Donna Valletta, Board Administrator**

**Twila McInnis, Director of Nurse Registration & Education, Board of Nursing**

**Stephen Morris, Senior Legal Counsel**

**Andrew Powers, Health Policy Analyst**

## **OTHERS IN ATTENDANCE**

**None**

## **OPEN SESSION MINUTES**

### **9:00 am CALL TO ORDER**

#### **1.0 9:05 am MINUTES – November 16, 2012**

**Motion: Jean Costa**

**Second: Mark Lescault**

#### **2.0 9:10 am ADMINISTRATIVE ISSUES**

**Donna Valletta informed the board members of changes in personnel, which include the following:**

**Donna Costantino, Chief, Office of Health Professionals Regulation**

**Twila McInnis, State Director of Nurse Registration and Nursing Education**

**Steve Morris, Staff Counsel**

### **3.0 9:11 am NEW BUSINESS**

**No new business to report.**

### **4.0 9:12 am ADJOURN TO CLOSED SESSION**

**Pursuant to Sections 42-46-4 and 42-46-5 of the Rhode Island General Laws, for the purpose of discussing job performance, character, physical or mental health of applicants for licensure and licensees; investigatory proceedings relating to misconduct by applicants for licensure and licensees, and investigatory proceedings regarding allegations of civil or criminal misconduct. Said individuals have been notified in advance in writing that they may request that the discussion be held at an open meeting.**

### **5.0 11:50 am RETURN TO OPEN SESSION**

**The board members expressed interest in reviewing the Assisted Living Residence Administrator Rules and Regulations to propose revisions. The board would also like to invite Kathleen Kelly, Executive Director, of the Rhode Island Assisted Living Association (RIALA) to a board meeting to discuss the RIALA Administrator Training Program. The board discussed potential meeting dates for the 2014 calendar year, however, dates are not yet confirmed.**

## **6.0 11:55 am FINAL ACTIONS**

**The Board reviewed two cases and met with each of the Administrators to discuss.**

## **7.0 12:00 pm ADJOURN**