

**ASSISTED LIVING RESIDENCE ADMINISTRATOR
CERTIFICATION BOARD**

OPEN SESSION MINUTES

April 11, 2014

A meeting of the Rhode Island Assisted Living Residence Administrator Certification Board was held on Friday, April 11, 2014 at 9:00 am in Room 205 of the Rhode Island Department of Health.

BOARD MEMBERS IN ATTENDANCE

Jean Costa

James Flanagan

Carol Hamel

Karen Peck

BOARD MEMBERS NOT IN ATTENDANCE

Mark Lescault

STAFF MEMBERS IN ATTENDANCE

Donna Valletta, Board Administrator

Kathleen Marino, Case Manager

Amy Coleman, Legal Counsel

Andrew Powers, Health Policy Analyst

OTHERS IN ATTENDANCE

None

OPEN SESSION MINUTES

9:06 am CALL TO ORDER

9:06 am MINUTES – October 30, 2013

Motion: Jean Costa

Second: Carol Hamel

9:10 am ADMINISTRATIVE ISSUES

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

Kathleen Marino, Case Manager

Amy Coleman, Legal Counsel

9:11 am NEW BUSINESS

Chairman Flanagan requested that the Assisted Living Residence Administrator Certification board meet to review and propose changes to the rules and regulations and to evaluate the eligibility requirements to obtain an Assisted Living Residence Administrator license. Donna Valletta will discuss concerns with management/legal counsel and advise.

9:17 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.

9:50 am RETURN TO OPEN SESSION

9:55 am FINAL ACTIONS

The Board reviewed and approved five Assisted Living Residence Administrator applications and reviewed one case, in which the Department will schedule a meeting with the Administrator and

representing Attorney to further discussion on the case.

10:01 am ADJOURN