

RESIDENTIAL CARE ADMINISTRATOR
CONFERENCE CALL MINUTES

April 27, 1999

ROLL CALL: Sharon Ashcraft, Chairman
Myron Higbee
Verlene Kaiser

ABSENT/EXCUSED: Elizabeth Hein-Drake

ALSO PRESENT: Carmen Westberg, Bureau Chief
Budd Hetrick, Deputy Bureau Chief
Roger Hales, Administrative Attorney
Janice Wiedrick, Secretary
Bureau of Occupational Licenses

Sharon Ashcraft, Chairman, called the meeting to order at 11:00a.m. for discussion of adding two additional examination dates per year.

Verlene Kaiser moved to have a temporary rule change drafted adding two examination dates to the existing examination schedule. One examination on the second Tuesday in July and one on the second Tuesday in January annually. Myron Higbee seconded the motion, motion passed unanimously.

The examination dates to be July 13, 1999 and January 10, 2000.

Roger Hales, Administrative Attorney, is to draft the temporary rule and distribute the draft to the Board.

The conference call adjourned at 11:15a.m.