

**BOARD OF EXAMINERS FOR NURSING HOME ADMINISTRATORS
MINUTES**

DATE: August 5, 2019

TIME: 9:00 a.m. Central Time

LOCATION: Iris Room
665 Mainstream Drive
Ground Floor, Iris Conference Room
Nashville, TN 37243

MEMBERS PRESENT: Juanita Honeycutt, NHA, Board Chair
Lakecia Harper, NHA
Cynthia Wheeler, NHA
Jano Janoyan, Physician
Florence Weierbach, PhD., Vice Chair

MEMBERS(S) ABSENT: Vincent Davis, Director, Health Care Facilities
Barbara Trautman, Consumer Member
Nyda Bays, NHA
Marilyn Key, NHA

STAFF PRESENT: Noranda French, Unit Director
Mary V. Webb, Board Manager
Melissa Storie, Board Administrator
John Tidwell, HRB Director
Caroline Tippens, Assistant General Counsel

GUESTS: Randy Linder, CEO for NAB
Debra Verna
Dr. Maxwell
John Lavender
Mark Davis
Jason Murphy
Martina Shoemake
Tommy Baker
Denise Brogdon

1. Call to Order

Melissa Storie conducted a roll call. With a quorum being present, Ms. Honeycutt called the meeting to order at 9:04 A.M.

2. Minutes

A motion was made by Lakecia Harper, seconded by Cynthia Wheeler, to approve the June 3, 2019 board minutes as written. The motion carried.

3. Office of General Counsel Report

A. Legal Report

Caroline Tippens, Assistant General Counsel, presented the Office of General Counsel report. Ms. Tippens reported no open cases. Ms. Tippens discussed the taskforce meeting held between BENHA and HCF. Topic discussed during this meeting was the temporary licensing for nursing home administrators applying by reciprocity. Ms. Tippens disclosed that the new rule was in internal review as of July 8, 2019.

Guest Speaker

Randy Linder, CEO of NAB

Health Services Executive Credential and NAB Continuing Education Bank

- Mr. Linder discussed researching common core competencies related to Nursing Home Administration, Assisted Living Administration, and Home and Community Services. He discussed the idea of expedited licenses for reciprocity applicants coming from a state with a common standard. Mr. Linder requested that the board recognize an AIT program and an online preceptor training program through NAB. He discussed the board adopting a rule change to include the HSE final standard so that individuals qualified through NAB would be considered equivalent to existing reciprocity licensure qualifications. He discussed the NAB continuing education registry which was launched in July of 2017. Florence Weierbach made a motion to accept the HSE standard for reciprocity as a rule add on to Rule 1020-01-.07(d) seconded by Cynthia Wheeler. The motion carried.

4. Office of Investigations

Lori Leonard, the disciplinary coordinator for all non-nursing boards, presented the investigative and disciplinary report as follows: The office is currently monitoring one (1) licensee; this individual has not paid their penalties, therefore their license is currently revoked in collection status. There were eleven (11) new complaints received so far in 2019; all eleven (11) were regarding unprofessional conduct. So far in 2019, investigation has closed a total of ten (10) complaints. Six (6) were closed with no action, one (1) was closed with a letter of concern, and three (3) were closed with a letter of warning. Currently, there are six (6) open complaints that are being investigated or reviewed at this time.

Guest Speakers

Debra Verna, Graduate of Lincoln Memorial University and Dr. Maxwell, Dean of Business at Lincoln Memorial University presented information to the board requesting approval for their undergraduate, GBA, MBA and a both a post bachelor and post graduate certificate AIT program and curriculum. After discussion board discussion and review of information provided, Lakeisha Harper made a motion to approve the Lincoln Memorial University's proposed curriculum for AIT training seconded by Cynthia Wheeler. The motion carried.

5. Reports and/or request from the Division of Health Licensure and Regulations

No new information to report

6. Applicant Interviews/File Reviews

A. AIT Applicants

1. John Lavender- Mr. Lavender's preceptor, Mark Davis, appeared before the board to request a reduction of his three (3) month AIT training due to experience. Dr. Jano Janoyan made a motion for Mr. Lavender to have a reduction in the AIT program for three (3) months and to receive credit for AIT training that began May 1, 2019. Preceptor must present proper documentation prior to AIT end date of August 31, 2019. Motion seconded by Dr. Florence Weierbach. The motion carried
2. Kimberly Clower- Applicant not present. Consultant recommended six (6) months of standard AIT training. Florence Weierbach made a motion to approve the consultant's recommendation and the motion was seconded by Lakeisha Harper. The motion carried.
3. Megan Smith- Applicant not present. After discussion, the board did not find her experience to meet the criteria for the AIT program initially. Florence Weierbach made the motion for Megan Smith to appear before the board at the November 4, 2019 for further clarification and discussion on her application, seconded by Cynthia Wheeler. The motion carried.
4. Morgan Breedwell- Consultant recommended approval for the AIT program. Jano Janoyan made a motion to approve consultant recommendation, seconded by Cynthia Wheeler. The motion carried.
5. Jason Murphy- Jason Murphy was approved to take the NAB exam in error and passed the exam. He appeared before the board to request a waiver from the AIT program. Florence Weierbach made a motion to accept his NAB score and prior work experience as sufficient equivalency to bypass the AIT program, seconded by Cynthia Wheeler. The motion carried.

B. Reciprocity Applicants(1:54:19)

1. Martina Shoemake- Appeared before the board seeking approval of licensure by reciprocity. Cynthia Wheeler made a motion to approve the reciprocity application, seconded by Florence Weierbach. The motion carried.
2. John Stare- Applicant not present. Consultant recommended approval of licensure by reciprocity. Jano Janoyan made a motion to approve the application, seconded by Florence Weierbach. The motion carried.
3. Waunita Springer- Appeared before the board seeking approval of licensure by reciprocity. Florence Weierbach made a motion to approve her application, seconded by Lakeisha Harper. The motion carried.
4. Mary Thompson- Applicant not present. Board reviewed her application for licensure by reciprocity. Jano Janoyan made a motion to approve the application, seconded by Cynthia Wheeler. The motion carried.
5. Tommy Baker- Appeared before the board seeking approval of licensure by reciprocity. Cynthia Wheeler made a motion to approve his application, seconded by Lakeisha Harper. The motion carried.
6. Denise Brogdon- Appeared before the board seeking approval of licensure by reciprocity. Lakeisha Harper made a motion to approve the application, seconded by Florence Weierbach. The motion carried.
7. Sara Flathmann- Applicant not present. Board reviewed her application for licensure by reciprocity. Jano Janoyan made a motion to approve the application, seconded by Florence Weierbach. The motion carried.
8. Jill Strickland- Consultant recommended approval of licensure by reciprocity. Jano Janoyan made a motion to approve the application, seconded by Lakeisha Harper. The motion carried.

C. NAB Applicant

1. Jordan Riddle- Applicant not present. Consultant recommended they be approved to sit for the NAB exam. Florence Weierbach made a motion to approve, seconded by Lakeisha Harper. The motion carried.
2. Brian Horvath- Applicant not present. After board review, Cynthia Wheeler made a motion to approve him to sit for the exam, seconded by Florence Weierbach. The motion carried.

D. Other Applicant Requests

No other Applicant requests.

7. Ratification of Initial Determinations

A motion was made by Florence Weierbach, seconded by Lakeisha Harper, to approve the ratification of the newly licensed for the time period of May 16, 2019- July 31, 2019: The motion carried.

AIT to Full License

3805 Barton Kalyn
3794 Brown Diane Michelle
3787 Butaud Alex Wayne Mr.
3775 Darby Taylor Lynn
3799 Dufour Juanita Jeannette
3728 Nelson Rhonda
3781 Rumsey Whitney
3797 Russell Alexandria Elise Mrs
3773 Traxler Brian Eugene
3804 Vege Deborah Renee
3766 Welsh Benton D Mr
3774 White Jeffrey S

Reinstatement

3549 Denizard Dyne P.
3050 File Matthew Ray
3561 Stanley Amy Elizabeth

Preceptors

A motion was made by Cynthia Wheeler to approve the ratification of the preceptors, seconded by Florence Weierbach. The motion carried

1204 Malin Douglas
1043 Davis David Mark

8. Administrator's Report

Mary Webb reported that there are 796 active nursing home administrators as of August 5, 2019. She also provided an account of board licensure activities from May 16, 2019- July 31, 2019 as follows:

- New licenses issued-15
- Reinstatements issued-7
- Number of paper renewals-24
- Number of renewals in VO - 0
- Number of licensees who retired-0
- Failed to renew/Expired Applications-4

Ms. Webb reported to the board that no renewal applications submitted during this time frame were completed online. Ms. Webb reported that all staff positions for the board's administrative office are currently filled. As of October 1, 2018, the mileage rate remains at \$0.47 per mile. Ms. Webb reported that hotel lodging increased to \$179 per night and that the meals remain at \$45.75 per day for overnight stay.

9. Discussion from attendees regarding attended conferences

No past conferences to discuss.

10. Upcoming conferences

- A. NAB: Mid-Year Meeting November 13-15, 2019 Las Vegas, NV
Lakeisha Harper made a motion to approve three members from the board/administration to attend, seconded by Cynthia Wheeler. The motion carried.

- B. CLEAR conference September 18-21, 2019 Minneapolis, MN
Florence Weierbach made a motion to approve two members from the board/administration to attend, seconded by Lakeisha Harper. The motion carried.

- C. Opioid Conference September 23-25, 2019 Orlando, FL
Florence Weierbach made a motion to approve two members to attend, seconded by Lakeisha Harper. The motion carried. Later Florence Weierbach amended the motion to approve three members to attend, seconded by Cynthia Wheeler.

11. Correspondence

No correspondence to discuss

12. Action regarding legislation

No new legislation.

13. Rulemaking, amendments and policies

Caroline Tippens discussed the addition to the rule regarding reciprocity concerning HSE certification. She also advised the rule making for temporary licensure is currently in internal review. She advised it may not be available till March 2020 board meeting.

14. New/Old Business

Board members discussed CE Broker contract and whether licensees would be required to report continuing education to CE Broker. After discussion, the board requested Caroline Tippens review the contract to determine if reporting is mandatory.

13. Adjournment

There being no further business, a motion was made by Lakecia Harper, and seconded by Nyda Bays, to adjourn the meeting at 11: 52 A.M. The motion carried.



Juanita Honeycutt, NHA, Chair

12-2-19

Date

These minutes were ratified by the Board at the ~~November 4, 2019~~ meeting held on December 2, 2019.