

OPEN SESSION MINUTES
MISSOURI BOARD OF NURSING HOME ADMINISTRATORS
May 28, 2014

The members of the Missouri Board of Nursing Home Administrators convened on May 28, 2014 at 9:15 a.m., in conference rooms 102-103, 3418 Knipp Drive, Jefferson City.

Presiding: Don Yost, President

Members Present: Mike Roth, Vice President
Janice Unger, Secretary (present until noon)
Mike Levitt
Dr. Naveed Razzaque
Ann Harris
Alexis Roam
Jeanne Serra, Division Director, Division of Regulation and Licensure (DRL)

Staff Present: Sally McKee, Board Coordinator
Ross Brown, Assistant Attorney General
Rachel Flaster, Assistant Attorney General
Dean Linneman, Division Deputy Director, DRL

Absent: Phyllis Stayton

Welcome/Introductions

The board members welcomed the new Division of Regulation and Licensure Deputy Director, Dean Linneman and Rachel Flaster, Assistant Attorney General. Each board member introduced him/herself.

Agenda

A motion was made by Dr. Razzaque and seconded by Mike Roth to approve the agenda. Motion carried unanimously.

March 2014 Meeting Minutes

A motion was made by Janice Unger and seconded by Ann Harris to accept the March 12, 2014, meeting minutes. Motion carried unanimously.

Meeting Dates

The next Board meeting is confirmed for Wednesday, July 30, 2014 at 9:00 a.m. with the DRC meeting on July 29, 2014 at 5:00 p.m.

The following Board meeting is tentatively scheduled for October 1, 2014 with the DRC meeting on September 30, 2014.

Board Office Report

Sally McKee presented the Board office report. She provided an overview of the following data.

New Applicants	FY 2013			FY 2014			
	July – 47 (12 RCAL, 35 NHA) Oct – 46 (7 RCAL, 39 NHA) Dec – 35 (6 RCAL, 29 NHA) Feb – 39 (12 RCAL, 27 NHA) Apr – 39 (7 RCAL, 32 NHA) June – 40 (8 RCAL, 32 NHA)				Sept – 46 (3 RCAL, 43 NHA) Dec – 64 (11 RCAL, 53 NHA) Jan – 29 (5 RCAL, 24 NHA) Mar – 28 (5 RCAL, 23 NHA) May – 53 (10 RCAL, 43 NHA)		

	April 2013	June 2013	Sept 2013	Dec 2013	Mar 2014	May 2014
Licensed Administrators	1669	1679	1613	1639	1663	1684
New Licenses	9	15	22	25	23	29
Inactive Licensees	33	37	39	39	39	39
TEls Issued	4	5	7	9	17	9
Letters of Inquiries to Licensees	8	8	12	9	6	--
Board Interviews	8	4	1	2	4	4
Public Complaints Received	0	1	3	1	1	--
Board Hearing	1	0	0	0	0	0
AHC Hearing	0	0	0	0	0	0
Letters of Concern Issued	12	9	7	14	8	--
Referral to AGO for Action	12	0	1	2	1	--
Disciplinary Action Issued	0	2	1	0	2	0

The five Board-approved rules are under review with the Governor's Office. Once completed, the rules will be filed with the Secretary of State's office.

NAB Professional Practice Analysis white paper is available on SharePoint and the NAB website (www.nabweb.org). During the NAB meeting in June, there will be a presentation on the results of the 18 month research project to update the Professional Practice Analysis. This will impact NAB programs, such as the national exams (existing and potential new exams), academic and continuing education programs, and regulatory boards/agencies (support standardization of entry to practice, career progression, and mobility). Questions, concerns or ideas regarding the analysis can be sent to Sally McKee before the NAB meeting.

NAB AIT Preceptor work group – Sally is a member of the work group along with academia members, other state boards, and American College of Health Care Administrators members. The purpose is to develop a tool to prepare administrator licensees to serve as qualified preceptors, address the need of applicant seeking an AIT or having trouble finding a preceptor,

and position the preceptor curriculum and plan for acceptance/standardization across the state boundaries for entry to practice requirements.

Sally McKee met with Cindy Wrigley, MANHA, David Walker, and Don Yost to revamp the current Preceptor training for Missouri licensees. Mr. Walker is the new trainer and the first training is at the MANHA conference in June. The current regulations, forms, curriculum and various resources were reviewed to develop a meaningful training for new and current preceptors.

Sally McKee will be presenting at the MANHA conference on June 3, 2014 at Osage Beach.

Sally McKee will be attending the NAB Annual meeting June 4-6, 2014 in Louisville, Kentucky.

Sally McKee presented the temporary emergency license (TEL) data from January – December 2013. There were 55 TEL applications received and 53 of them were approved. Out of the 55 TEL applications, 51 of the TEL applicants were qualified to take the licensure exams. There were 47 TEL applications received during calendar year 2012 and approximately 39 applications in calendar year 2011. There was discussion on the possible reasons as to why the increase of TEL applications, the qualifications of applicants applying, and the TEL process. The Board consensus is for the Rules Committee to review the state regulations regarding the TEL.

Closed Session

A motion was made by Janice Unger and seconded by Mike Levitt to go into closed session at 9:45 a.m., and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting be closed, under Section 610.021 Subsection (1) RSMo for the purpose of discussing general legal actions, causes of action or litigation and any confidential or privileged communications between this agency and its attorney. Motion carried unanimously after a roll call vote.

Open Session

A motion was made by Dr. Razzaque and seconded by Mike Roth to return to open session at 10:05 a.m. Motion carried unanimously after a roll call vote.

The Board interviewed Cynthia Sullivan, licensed nursing home administrator, regarding the circumstances surround the June 11, 2013, Uncorrected Class II Notice of Noncompliance. David Politte, owner, attend the interview with Ms. Sullivan. The interview concluded at 10:25 a.m.

Closed Session

A motion was made by Dr. Razzaque and seconded by Mike Levitt to go into closed session at 10:27 a.m., and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting be closed, under Section 610.021 Subsection (1) RSMo for the purpose of discussing general legal actions, causes of action or litigation and any confidential or privileged communications between this agency and its attorney. Motion carried unanimously after a roll call vote.

Open Session

A motion was made by Dr. Razzaque and seconded by Mike Roth to return to open session at 12:30 p.m. Motion carried unanimously after a roll call vote.

Applications for NHA Licensure

After review of the NHA applications for licensure, Dr. Razzaque made the motion and seconded by Mike Roth to accept the following applicants qualified to examine. Motion carried unanimously.

Alderman, Renee Amanda	Cain, Brian William	Choate, Rachel Ann
Dallas, Monica Denise	Deutsch, Zachary Joseph	Dunbar, Nancy June
Fisher, Meredith Ann	Forrester, Robert Byron	Gray, Kathleen
Hilmes, Kelly Jeanne	Jackson, Sue E	Johnson, Cathy Marie
Kallmeyer, Sherri Renee	Lafferty, Joanna Kay	Laughton, Shanna Renee
Marshall, Samantha LeAnne	Martin, Romina Elizabeth	Miranda, Tammy Rae
O'Loughlin, Joseph James	Oliver, Matthew Lee	Otte, Tanya Lee
Prater, Carey	Prybylski, Paul John	Rice, Emily
Scism, Sharon Kay	Seddon, Sharon Kay	Slawson, David L
Strassner, Meghan Ann	Struempf, Patricia Marie	Toole, Alicia Michelle
Travis, Rachel Marie	Trochta, Debra Louis	Wiegert, Lynne Elizabeth
Williams, Debra Raquel		

Dr. Razzaque made the motion and seconded by Alexis Roam to accept the following NHA applicants as not qualified to examine. Motion carried unanimously.

Arment, Billy Joe	Deadrick, Laura Kay	Klemm, David John
Lincoln, James Clay	Long, Stephen George	Madison, Mia Denae Chanti'
Prinster, Vanessa Caryl	Ogden, Don Wayne	Schlueter, Dee Ann
Terrence, Bourisaw Glennon		

Applications for RCAL Licensure

After review of the RCAL applications for licensure, Mike Roth made the motion and Alexis Roam seconded to accept the following applicants qualified to examine. Motion carried unanimously.

Chaudhry, Bilkiss A	Lionberger, Kevin Dale	Mabe, Jessica
Noland, Cassy Ranae	Douglas, Ramonzo Maurice	Stubblefield, Erin Leigh
Williams II, Brandon Keith	Williams, Cody Allen	

Alexis Roam made the motion and seconded by Ann Harris to accept the following RCAL applicant as not qualified to examine. Motion carried unanimously.

Maples, Alisha Diane	Soondrum, Jesse
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New Business

The Rules Committee will meet prior to the July Board meeting. They will be reviewing the following rules for amendments: 19 CSR 73-2.020, 19 CSR 73-2.080 and possibly other rules as needed.

Closed Session

A motion was made by Dr. Razzaque and seconded by Alexis Roam to go into closed session at 1:00 p.m., and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting be closed, under Section 610.021 Subsection (1) RSMo for the purpose of discussing general legal actions, causes of action or litigation and any confidential or privileged communications between this agency and its attorney. Motion carried unanimously after a roll call vote.

Open Session

A motion was made by Dr. Razzaque and seconded by Mike Roth to return to open session at 2:14 p.m. Motion carried unanimously after a roll call vote.

Adjournment

A motion was made by Alexis Roam and seconded by Dr. Razzaque to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 2:15 p.m.



Janice Unger, Secretary
Board of Nursing Home Administrators