

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

DATE: June 1, 2020

TIME: 9:00 a.m. Central Time

LOCATION: Iris Room/ WebEx Conference

MEMBERS PRESENT: Florence Weierbach, PhD., Board Chair
Cynthia Wheeler, NHA, Secretary
Vincent Davis, Director, Health Care Facilities
Nyda Bays, NHA
Marilyn Key, NHA
Jano Janoyan, Physician
Lakecia Harper, NHA, Vice Chair

MEMBERS(S) ABSENT: David Keeling, NHA
Barbara Trautman, Consumer Member

STAFF PRESENT: Kimberly Wallace, Unit 3 Director
Lyndsey Boone, Board Manager
Lacey N. Wilkerson, Board Administrator
Caroline Tippens, Senior Associate General Counsel
Maria Johnston, Board Administrator

GUESTS: Lori Leonard, Disciplinary Coordinator
Jamie Byerly, Investigations Director

1. **Call to Order**

Dr. Weierbach called the meeting to order at 9:07 A.M.

Ms. Wallace conducted a roll call of all Board members and staff present to ensure all audio was working properly. Ms. Wallace conducted a roll call vote to ensure all Board members understood the purpose of the electronic meeting and to ensure the all members were in agreement with conducting the meeting in this fashion. Mr. Davis made a motion to proceed with the meeting in teleconference format, Dr. Weierbach seconded. Motion passed. Ms. Wallace conducted a roll call to ensure that all Board members had received and could fully access all items to be discussed for the meeting's agenda. Ms. Wheeler made a motion to accept that all matters to be discussed required timely action and that the teleconference was necessary. Ms. Harper seconded. A roll call vote was taken. The motion passed.

2. Call for Comments

Kimberly Wallace made a statement in regards to the conducting of the meeting via WebEx and advised all audience members how to notify the Board should they wish to make a comment on the items being discussed.

3. Minutes

A motion was made by Ms. Harper, seconded by Ms. Bays, to approve the March 2, 2020, Board Minutes as written. A roll call vote was taken and the motion carried.

4. Office of General Counsel Report

Senior General Counsel, Caroline Tippens, reported no current cases open in the office of General Counsel. Ms. Tippens reminded the Board of the rule making hearings held on March 2, 2020, in regards to temporary licenses and acceptance of the change to accept HSE license pathway. Currently, all rule making that is not considered an emergency has been placed on hold.

Ms. Tippens presented a policy statement review in regards to the requirements for applicants seeking approval to sit for the NAB exam after a second attempt. Ms. Bays made a motion to accept the policy statement as written, Ms. Harper seconded. A roll call vote was taken and the motion carried.

Ms. Wilkerson presented the following Agreed Citation to the Board for approval:

1. Suzanne Hogan- Citation presented before the Board for non-compliance for continuing education during 2017-2018. Licensee met all requirements outlined by the Citation. Ms. Harper made a motion to accept the Citation, Mr. Davis seconded. A roll call vote was taken and the motion carried.

2. Paul Adeogun- Citation presented before the Board for non-compliance for continuing education during 2017-2018. Licensee met all requirements outlined by the citation. Mr. Davis made a motion to accept the citation, Ms. Harper seconded. A roll call vote was taken and the motion carried.

5. 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 zero (0) licensees. So far in 2020, Investigations had received and opened two (2) new complaints; one

(1) was regarding unprofessional conduct and one (1) for drug diversion. Two (2) were closed with no action. Investigations currently have four (4) open complaints that are being reviewed or investigated.

6. **Reports and/or Requests from the Division of Health Licensure and Regulation**

There were no financial reports given at this meeting.

7. **Applicant Interviews/File Reviews**

A. AIT Applicants

1. Chelsea Odom- Applicant present. After file review and discussion, Ms. Harper made a motion to approve the applicant for a 6 month, 1040 hours, AIT. Mr. Davis seconded. A roll call vote was taken and the motion carried.
2. Nicholas Creekmore- Applicant present. After file review and discussion, Mr. Davis made a motion to approve the applicant for a 6 month, 1040 hours, AIT. Ms. Wheeler seconded. A roll call vote was taken and the motion carried.
3. Miles Bergin- Applicant present. After file review and discussion, Ms. Harper made a motion to approve the applicant for a 6 month, 1040 hours, AIT. Mr. Davis seconded. A roll call vote was taken and the motion carried.
4. Sherry Panozza- Applicant present. After file review and discussion, Ms. Wheeler made a motion to approve the applicant for a 6 month, 1040 hours, AIT. Mr. Davis seconded. A roll call vote was taken and the motion carried.
5. Misty Tummins- Applicant present. After file review and discussion, Mr. Davis made a motion to approve the applicant for a 6 month, 1040 hours, AIT. Ms. Harper seconded. A roll call vote was taken and the motion carried.
6. Zachary Breedlove- Applicant present. After file review and discussion, Ms. Wheeler made a motion to approve the applicant for a 6 month, 1040 hours, AIT. Ms. Bays seconded. A roll call vote was taken and the motion carried.
7. Rachel Jennings- Applicant present. Ms. Bays recused herself. After file review and discussion, Ms. Harper made a motion to approve the applicant for a 6 month, 1040 hours, AIT. Ms. Wheeler seconded. A roll call vote was taken and the motion carried.
8. Kala Wright- Applicant present. After file review and discussion, Ms. Wheeler made a motion to approve the applicant for a 3 month, 400 hours, AIT. Ms. Bays seconded. A roll call vote was taken and the motion carried.

9. Barbara Neely- Applicant present. After file review and discussion, Ms. Wheeler made a motion to approve the applicant for a 3 month, 400 hours, AIT. Ms. Bays seconded. A roll call vote was taken and the motion carried.

B. Reciprocity Applicants

1. Landa Stricklin- Applicant present. After file review and discussion, Ms. Harper made a motion to approve the applicant for a 3 month, 400 hours, AIT. Ms. Bays seconded. A roll call vote was taken and the motion carried.
2. Jeremy Woodle- Applicant not present. After file review and discussion, Ms. Harper made a motion to approve the applicant for a 3 month, 400 hours, AIT. Mr. Davis seconded. A roll call vote was taken and the motion carried.
3. Christine Landon- Applicant present. After file review and discussion, Mr. Davis made a motion to approve the applicant for a 3 month, 400 hours, AIT. Ms. Harper seconded. A roll call vote was taken and the motion carried.
4. Mabelle Calaway- Applicant present. After file review and discussion, Ms. Wheeler made a motion to approve the applicant for licensure by reciprocity, Ms. Bays seconded. A roll call vote was taken and the motion carried.
5. Preston Harness- Applicant present. After file review and discussion, Mr. Davis made a motion to approve the applicant for licensure by reciprocity, Ms. Harper seconded. A roll call vote was taken and the motion carried.
6. Kesha Liggins- Applicant present. After file review and discussion, Mr. Davis made a motion to approve the applicant for a 3 month, 400 hours, AIT. Ms. Harper seconded. A roll call vote was taken and the motion carried.
7. Clayton Nieman- Applicant present. After file review and discussion, Mr. Davis made a motion to approve the applicant for licensure by reciprocity, Ms. Bays seconded. A roll call vote was taken and the motion carried.

C. NAB Exam Applicants

1. Sarah Atkins- Applicant not present. After file review and discussion, Ms. Wheeler made a motion to approve the applicant to sit for the NAB, Ms. Harper seconded. A roll call vote was taken and the motion carried.

D. Other Applicant Requests

1. Dorka Ellis- Applicant present. After review of applicant remediation plan and discussion. Mr. Davis made a motion to approve 4th attempt at NAB exam, Ms. Bays seconded. A roll call vote was taken and the motion carried.

2. Daniel Aragon- Applicant present. After review of applicant remediation plan and discussion. Mr. Davis made a motion to approve 3rd attempt at NAB exam, Ms. Bays seconded. A roll call vote was taken and the motion carried.

8. **Ratification of Initial Determinations**

A motion was made by Ms. Harper, seconded by Ms. Wheeler, to approve the ratification of the newly licensed for the time period of February 20, 2020 – May 19, 2020: A roll call vote was taken and the motion carried.

AIT to Full License

Breedwell Morgan Shay

Reciprocity

Butler Addison

Center Parker Douglas

Cirbus Nicole Lynn

Piros Hillary

Riddle Jordan Blair

Thompson Kimberly Browder

Unterborn Cheryl Lynn

Reinstatement

Tanner Ashley M

Toney Alice Beatrice

De Fino Derrick Victor

Johnstone Lois

Wager Richard

Exam

Preceptor

SPENCE CHRISTOPHER

Closed Files

Ogletree Teresa Darlene

Sellars Alexander Levi

Smikle Cathy Lee

Surji Kemal M

Turner Jeffery W.

Woody Christian Leigh

Hildebrand Kacey Irene

Lang Kendal Nicole

Thompson Mary Sue

Wong Maria Emelita Noel

9. **Administrator's Report**

Lacey N. Wilkerson reported that there are 788 active Nursing Home Administrators as of February 20, 2020. She also provided an account of Board licensure activities from February 20, 2020 – May 20, 2020 as follows:

Failed to Renew/Expired Licensees - 3
New applications received- 18
New licenses issued -8
Reinstatements- 4
Number of paper renewals- 22
Number of renewals in VO - 53
Number of licensees who retired - 4

The online renewals constitute a usage rate of approximately 71% of all renewals during this period.

As of October 1, 2019 the maximum hotel lodging increased to \$223.00 per night. All other reimbursements remain the same.

2020 B.E.N.H.A meeting dates:
August 3, 2020, November 2, 2020

Upcoming Conferences:
A. NAB Annual Conference (Rescheduled)
October 28-30, 2020 Monterey, CA
B. THCA/TNCAL Convention
July 29-31, 2020 Nashville, TN
C. Annual CLEAR Conference
September 23-26, 2020 Seattle, WA
D. NAB Mid-Year Conference
November 13-15, 2020 TBA
E. FARB Regulatory Law Seminar
October 1-4, 2020 Reston, VA

Mr. Davis made a motion to accept the administrator report. Ms. Harper seconded. A roll call vote was taken and the motion carried.

10. **Discussion from attendees regarding attended conferences**

No recent attendees to any conferences.

11. **Correspondence**

Annette Marlar- Legal counsel Jonathan Martin presented a request to waive live continuing education hours for 2020 due to COVID-19. After discussion, Ms. Wheeler made a motion to allow until December 31, 2020, to complete a live ethics course as part of the 2020 CE requirements. An update was requested on attempts to complete this course at the November 2, 2020, Board Meeting. If Ms. Marlar is unable to complete or schedule the completion of this course by the above mentioned Board Meeting date, the Board has requested a written statement stating the reason as to why she has been unable to do so, and provide proof of the attempt you have made to meet this request. Ms. Key seconded. A roll call vote was taken and the motion carried.

12. **Action regarding legislation**

No current legislation to discuss. Ms. Tippens informed the Board of a recent ruling by the Health Care Facilities Board requiring COVID-19 testing of all residents and staff of long-term care facilities. Ms. Tippens stated that since these are emergency rules they are only valid for 180-days.

13. **Call for Comments**

Linda Estes with THCA commented on the professionalism, effectiveness, and successful running of the Board Meeting via the WebEx format.

14. **New/Old Business**

No new business to discuss. Ms. Wheeler inquired about testing facilities and exam applicants being affected by COVID-19. Ms. Wallace informed that we are getting updates from NAB of the closing and opening of PSI facilities and will keep the Board up-to-date on any changes, such as proctored exam sites, as the Administrative Office becomes aware of this information.

15. **Adjournment**

There being no further business, a motion was made by Ms. Harper, and seconded by Ms. Wheeler to adjourn the meeting at 12:36 P.M. A roll call vote was taken and the motion carried.

Florence Weierbach

Dr. Florence Weierbach, NHA, Chair

September 16, 2020

Date

These minutes were ratified by the Board at the August 3, 2020 meeting