

**KENTUCKY BOARD OF LICENSURE FOR NURSING HOME  
ADMINISTRATORS  
MINUTES  
FEBRUARY 2, 2011**

A regular meeting of the Board of Licensure for Nursing Home Administrators was held at the Office of Occupations and Professions, 911 Leawood Drive, Frankfort, KY on February 2, 2011,

**BOARD MEMBERS PRESENT**

Kimberly Nall, Chair  
Keith Knapp, Ph.D., CNHA  
Patrick J. Murphy, Jr., M.D.  
Barbara Lester, Citizen-at-Large  
Christopher Minnich, NHA  
Suzanne Hornstein, Deputy Inspector General,  
Executive Officer

**OTHERS PRESENT**

Michael West, Assistant Attorney General

**BOARD MEMBERS ABSENT**

Patrick S. Donahue

**OFFICE OF OCCUPATIONS AND PROFESSIONS STAFF**

David Garr, Deputy Executive Director  
Tony Crockett, Board Administrator

**CALL TO ORDER**

Ms. Nall called the meeting to order at 11:28 a.m.

**MINUTES**

Ms. King made a motion to approve the minutes from the October 27, 2010 meeting as presented. The motion, seconded by Ms. Lester, carried unanimously.

**FINANCIAL REPORT**

Dr. Nall made a motion to approve the financial statements for July 2010 through January 2011 as presented. The motion, seconded by Mr. Minnich, carried unanimously.

**EXECUTIVE DIRECTOR REPORT**

Mr. Garr apprised the Board of Shannon Tivitt's appointment as the new Executive Director of the Office of Occupations and Professions.

Mr. Garr present to the Board Governor Beshear's new Conflict of Interest Disclosure Form.

**LICENSURE STATUS REPORT**

Currently, there are 777 Active Licensed, 42 Inactive Licensed.

## **COMPLAINTS/OTHER LEGAL MATTERS**

The Standards of Practice Committee recommended dismissal of the following complaints which were reviewed at the February 2, 2011 Board meeting: 09-030, 09-036, 09-037, 10-010, 10-010amened, 10-015, 10-016, 10-026, 10-028, 10-031, 10-032, 10-033 and 10-036 Dr. Knapp recused himself from the dismissal of 10-016. Dr. Murphy made a motion to approve the dismissed complaints. The motion seconded by Ms. Nall. Ms. Hornstein abstained from the vote.

The following complaints remain pending: 10-005, 10-022, 10-027, 10-037 and 10-038.

Mr. Minnich made a motion to approve the Final Order on complaint number 09-010. The motion was seconded by Dr. Murphy. Ms. Hornstein abstained from the vote.

## **APPROVAL OF APPLICATIONS**

The Application Committee reviewed the following applications:

- New Applicants – Initial Licensure 11 reviewed – 8 approved, 3 pending information
- Endorsement Licensure – 4 reviewed – 4 approved
- Continuing Education – 7 reviewed – 7 approved

The Board voted unanimously to approve the actions of the Application Committee.

## **APPROVAL OF AUDITED RENEWALS**

No Information was provided to and or requested by the Board.

## **APPROVAL OF INACTIVE/ACTIVE STATUS REPORTS**

No Information was provided to and or requested by the Board.

## **OLD BUSINESS**

Dr. Knapp reported that the Task Force has completed its work on the revised NHA Laws and Regulations.

Dr. Knapp asked for the Board's permission to recommend statute changes to Representative Birch for filing. Ms. King made a motion to approve Dr. Knapp's actions. The motion, seconded by Mr. Minnich, carried unanimously.

## **NEW BUSINESS**

Dr. Knapp responded to Mary Troop's question and stated that all continuing education credits have to be specifically documented in the NHA Regulations. He also lamented that the regulations do provide an avenue for an unspecified continuing education course to be approved by the Board.

The Board responded to Stephanie Harper's question and stated that an applicant cannot convert years of social service directorship as credit toward a Nursing Home Administrator's license.

Michael West explained the definition of the terms: Deferred and Denied as they relate to application designation. To clarify, *deferred* means that further action is required from the licensee. Secondly, *denied* means that the application has been terminated.

A motion was made by Dr. Knapp to award Ms. Helen Sims with a recognition plaque for her service for the board. The motion seconded by Ms. King carried unanimously.

A motion was made by Dr. Knapp for Michael West, Tony Crockett and Keith Knapp to attend The NAB National Conference on June ninth and tenth 2011. The motion seconded by Dr. Murphy carried unanimously.

### **NEXT MEETING**

The date of the next meeting is May 25, 2011.

### **TRAVEL AND PER DIEM**

Dr. Knapp made a motion to approve travel and per diem for members attending today's meeting. The motion seconded by Mr. Minnich carried unanimously.

### **ADJOURNMENT**

Dr. Murphy made a motion to adjourn. With no further business being brought before the Board, the motion was seconded by Mr. Minnich, carried unanimously and adjourned at 1:25 p.m.