

**KENTUCKY BOARD OF LICENSURE FOR NURSING HOME ADMINISTRATORS
MINUTES
JULY 7, 2010**

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 July 7, 2010.

BOARD MEMBERS PRESENT

Kimberly Nall, Chair
Patrick S. Donahue
Lori Gonzalez, Ph.D.
Sandra King, NHA
Barbara Lester, Citizen-at-Large
Christopher Minnich, NHA
Patrick J. Murphy, Jr., M.D.
Suzanne Horenstein, Deputy Inspector General, Ex Officio
Keith Napp, Ph.D., CNHA

OTHERS PRESENT

Michael West, Assistant Attorney General

BOARD MEMBERS ABSENT

Helen Sims, NHA

OFFICE OF OCCUPATIONS AND PROFESSIONS STAFF

Frances Short, Executive Director
David Garr, Deputy Executive Director
Carla Claypool, Board Administrator
Carolyn Benedict, Board Administrator

CALL TO ORDER

Ms. Nall called the meeting to order at 11:05 a.m.

MINUTES

Mr. Minnich made a motion to approve the minutes from the May 4, 2010 meeting as presented. The motion, seconded by Dr. Murphy, carried.

FINANCIAL REPORT

Dr. Gonzalez made a motion to approve the financial statements for May and June 2010 as presented. The motion, seconded by Mr. Donahue, carried.

EXECUTIVE DIRECTOR REPORT

Ms. Short introduced Jennifer Smith to the Board members. Ms. Smith replaced Susan Ellis, from the fiscal section.

Ms. Short brought forth the Memorandum of Agreement between the Office of Occupations and Professions and the Board for review. The agreement outlines administrative duties, fees, etc. The hope is to be able to have it in its final format for signing at the October 27, 2010 board meeting.

Administrative fees for the upcoming budget cycle will be \$27,300 per quarter. There was no change in administrative fees from the previous budget cycle.

Ms. Short explained that all Boards and state agencies had been required to reduce their budget by 1.5%. She emphasized that the greatest amount from any board being provided administrative services by the Office of Occupations and Professions would be \$3,500 and that the amount of budget reduction by the NHA board would be much less than that.

Ms. Claypool informed the Board she was moving out of state and that she would no longer be their board administrator. Dr. Knapp made a motion that the Board recognize Ms. Claypool for her dedication and service to the Board. Dr. Murphy seconded the motion. The motion carried unanimously.

LICENSURE STATUS REPORT

Currently, there are 817 Active Licensed, 42 Inactive Licensed, 7 Temporary Permits, and 1 suspended License.

COMPLAINTS/OTHER LEGAL MATTERS

The Standards of Practice Committee recommended dismissal of the following complaints which were reviewed at the May 4, 2010 Board meeting: #07-009, #07-011, #07-014, #09-009, #09-026, #09-027, #09-028, #09-029, #09-032, #09-033, #09-035, #09-038, #09-040, #10-002, and #10-007. Dr. Gonzales seconded the motion. The motion carried with Dr. Hernandez abstaining from the vote.

The Standards of Practice Committee recommended dismissal of the following complaints which were reviewed today: #10-009, #10-011, #10-013, #10-014, #10-015, #10-017, and #10-018. Dr. Gonzales seconded the motion. The motion carried with Dr. Hernandez abstaining from the vote.

The following complaints remain pending: #09-030, #09-036, #09-037, #09-039, #10-005, #10-012, and #10-016.

APPROVAL OF APPLICATIONS

The committee recommended approval of the following applications:

- New Applicants – Initial Licensure 6 reviewed – 3 approved, 2 pending information, 1 deferred
- Endorsement Licensure – 5 reviewed – 2 approved, 1 pending information, 2 denied
- Reinstatements – 1 reviewed – 1 approved
- Continuing Education – 6 reviewed – 3 approved pending information, 3 approved

Ms. King seconded the motion. The motion was carried.

APPROVAL OF AUDITED RENEWALS

The committee recommended approval of the following audited renewals:

- Audited Renewals – 4 reviewed – 4 approved

Mr. Minnich seconded the motion. The motion carried.

APPROVAL OF INACTIVE/ACTIVE STATUS REPORTS

Information not available

OLD BUSINESS

Dr. Knapp reported that the Task Force was continuing to work on the Laws and Regulation Changes.

The discussion regarding the posting of the final adjudication of complaint cases on the website was tabled to the October meeting.

NEW BUSINESS

Dr. Knapp stated that he was reviewing information related to consecutive requests for temporary permits and would bring the topic up for discussion again at a later time.

Dr. Knapp reported to the board that 32 states were represented at the NAB 2010 Annual meeting. NAB has a significant cash reserve now and discussed how to best use it to promote membership and attendance. One idea NAB is considering is to pay travel and expenses for one state representative. Dr. Knapp announced that he had been elected to serve as the Secretary on the Executive Committee for NAB. NAB is now tracking the performance of schools on the PES Exams. He stated that the tracking of scores by school showed that NAB approved school students did better on their exams than others.

Evaluation forms related to the services provided to the Board by the Attorney General's office were distributed. Board members were asked to complete and return them either through the Office of Occupations and Professions, or directly to the address provided on the form.

Ms. Nall called for nominations for the position of Vice Chair. Dr. Knapp nominated Ms. King to service in that position. Dr. Murphy seconded the motion. The motion carried.

Committee assignments were discussed. It was agreed that board members send information to Ms. Nall related to the committee they wished to serve on and she would review them and make assignments at the October meeting.

NEXT MEETING

The date of the next meeting was changed to October 27, 2010.

TRAVEL AND PER DIEM

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

ADJOURNMENT

With no further business being brought before the Board, the meeting was adjourned at 1:30 p.m.