

KENTUCKY BOARD OF LICENSURE FOR NURSING HOME ADMINISTRATORS
MINUTES – June 3, 2009

A regular meeting of the Board of Licensure for Nursing Home Administrators was held at the Division of Occupations and Professions, 911 Leawood Drive, Frankfort, KY on June 3, 2009.

BOARD MEMBERS PRESENT

Kimberly Tice, Vice Chair
Dr. Manuel Lee Brown, Jr.
Debra Finneran
Dr. Lori Gonzalez
Sandra King
Dr. Keith Knapp
Barbara Lester
Helen Sims

DIVISION OF OCCUPATIONS & PROFESSIONS STAFF

Barbara Rucker, Board Administration & Support Section
Supervisor
Carla Claypool, Board Administrator

OTHERS PRESENT

Mark Brengelman, Asst. Atty. Gen.

MEMBERS ABSENT

Doris Ecton, Chair

CALL TO ORDER

Kimberly Tice, Vice Chair, called the meeting to order at 1:00 p.m.

SWEARING IN

Janet Cox of Occupations and Professions administered the oath of office to new board member, Lori S. Gonzalez, Ph.D.

MINUTES

Dr. Knapp made a motion to approve the minutes from the February 10, 2009 board meeting as presented. The motion, seconded by Helen Sims, carried.

FINANCIAL REPORT

Dr. Knapp made a motion to approve the financial statements for January, February, March and April as presented. The motion, seconded by Dr. Gonzalez, carried.

DIRECTOR'S REPORT

Barbara Rucker, on behalf of Director Short, reported that the Division and individual board websites, currently operating under the Finance and Administration Cabinet, were in the process of being moved to the Public Protection Cabinet. She reported that the new websites are much improved and will greatly benefit the public.

Ms. Rucker also reported that two new board administrators were recently hired.

COMPLAINTS/OTHER LEGAL MATTERS

#08-047 Dismissed
#08-048 Dismissed
#08-049 Dismissed
#09-001 Dismissed
#09-002 Dismissed
#09-003 Dismissed
#09-004 Dismissed
#09-005 Dismissed
#09-006 Dismissed
#09-007 Dismissed
#09-008 Dismissed
#09-011 Dismissed
#09-012 Dismissed
#09-015 Dismissed
#09-016 Dismissed
#09-017 Dismissed
#09-018 Dismissed

#09-009 Pending receipt of additional information

#09-014 Pending receipt of additional information

#09-010 Deferred until next regular Board meeting pending outcome of expected legal action. The SOP Committee recommended that Attorney Brengelman draft an Order of the Board to the licensee's attorney requesting that a certified copy of a final resolution be sent to the Board within ten (10) days of any resolution being made.

Debra Finneran reported at least twenty (20) complaints from previous years still unresolved and lacking requested or necessary information. Ms. Finneran stated she would work with the board administrator to try to get each one resolved.

Debra Finneran recommended Attorney Brengelman draft a form letter to be used to request information from the Office of the Inspector General pertaining to specific cases. The final draft, to be reviewed and approved by Helen Sims and Ms. Finneran, should be forwarded to the board administrator to put on official letterhead.

A motion was made by the SOP Committee to accept all recommendations made. All were in favor and the motion carried.

APPLICATIONS AND OTHER REPORTS

- New Applicants Initial Licensure: 31 reviewed, 25 approved, 4 deferred, 2 denied
 Endorsement Licensure: 5 reviewed, 5 approved—1 pending information
- Reinstatements 3 reviewed, 1 approved, 2 denied
- Others 2 reviewed, 2 deferred

Dr. Knapp made a motion to approve all actions taken on applications reviewed by the board. The motion, seconded by Ms. Tice, carried.

CONTINUING EDUCATION REQUESTS AND AUDITED RENEWALS

- Continuing Education Requests 17 reviewed, 16 approved, 1 deferred
- Audited Renewals 13 reviewed and approved

Dr. Gonzalez made a motion to approve all actions taken on continuing education requests and audited renewals. The motion, seconded by Ms. Tice, carried.

OLD BUSINESS

The Board requested plaques be sent to Board members whose term ended in 2008 and are no longer serving on the board. Ms. Rucker said the Division would take care of it.

NEW BUSINESS

Dr. Knapp made a motion to send a Board and staff member to the fall meeting of the National Association of Long Term Care Administrators Boards (NAB). The motion, seconded by Ms. Finneran, carried.

Dr. Knapp and Ms. Finneran asked that it be reflected in the minutes that the board appreciates the hard work done by Carla Claypool, Board Administrator, in organizing the files and papers brought before the Board.

TRAVEL AND PER DIEM

Dr. Knapp made a motion to approve travel and per diem for all members attending today's board meeting. The motion, seconded by Helen Sims, carried.

NEXT MEETING

The next regularly scheduled Board meeting will be August 5, 2009.

ADJOURN

At 2:03 p.m., having no further business to bring before the Board, Ms. Tice made a motion to adjourn. The motion, seconded by Sandra King, carried.

(Signature on File)

Doris Ecton, Chair
Approved August 5, 2009