

**KENTUCKY BOARD OF LICENSURE FOR NURSING HOME  
ADMINISTRATORS  
MINUTES  
MAY 25, 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 May 25, 2011.

**BOARD MEMBERS PRESENT**

Kimberly Nall, Chair  
Keith Knapp, Ph.D., CNHA  
Patrick Donahue  
Barbara Lester, Citizen-at-Large  
Christopher Minnich, NHA  
Joseph Robert Flatt  
Greg E. Wells

**OTHERS PRESENT**

Michael West, Assistant Attorney General

**BOARD MEMBERS ABSENT**

Patrick Murphy, Ph.D.

**OFFICE OF OCCUPATIONS AND PROFESSIONS STAFF**

Shannon Tivitt, Executive Director  
Jeremy Horton, Deputy Executive Director  
Tony Crockett, Board Administrator

**CALL TO ORDER**

Dr. Knapp called the meeting to order at 9:18 a.m.

Ms. Carolyn Benedict, Notary Public swore in new Board Members Mr. Joseph R. Flatt and Mr. Gregory E. Wells.

**MINUTES**

Mr. Minnich made a motion to approve the minutes from the February 2, 2010 meeting as presented. The motion, seconded by Mr. Donahue, carried unanimously.

**FINANCIAL REPORT**

Dr. Knapp made a motion to approve the financial statements for February through April 2011 as presented. The motion, seconded by Mr. Minnich, carried unanimously.

**EXECUTIVE DIRECTOR REPORT**

Ms. Tivitt introduced Mr. Jeremy Horton as the new Deputy Executive Director for the Office of Occupations and Professions.

Ms. Tivitt presented to the Board a budget update.

**LICENSURE STATUS REPORT**

Currently, there are 760 Active Licensed, 46 Inactive Licensed.

### **COMPLAINTS COMMITTEE**

The Standards of Practice Committee recommended dismissal of the following complaints: 10-035, 10-037, 10-038, 10-039, 10-040, 10-042, 10-045, 10-046 & 11-005.

The following complaints remain pending: 10-005, 10-006, 10-034, 10-044, 11-002 & 11-003.

### **APPLICATIONS COMMITTEE**

The Application Committee reviewed the following applications:

- New Applicants – Initial Licensure 13 reviewed – 6 approved, 1 deferred reinstatement and 1 denial.

Ms. Lester made a motion to approve the actions of the Applications Committee. Mr. Flatt seconded the motion, carried unanimously.

### **EDUCATION COMMITTEE**

- Continuing Education – 17 reviewed – 4 approved and 13 deferred

Ms. Lester made a motion to approve the actions of the Education Committee. Mr. Flatt seconded the motion, carried unanimously.

### **APPROVAL OF AUDITED RENEWALS**

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

### **OLD BUSINESS**

The Board recommended that Ms. Parsons complete a work verification form.

Mr. Donahue made a motion that Mr. Michael West will act as the Board's second vote at the NAB National Meeting.

### **NEW BUSINESS**

Dr. Knapp made a motion that the Board pay for a third of the cost to send Mr. Michael West to The FARB Attorney Certification Seminar. Mr. Donahue seconded and carried unanimously.

Mr. Flatt made a motion for the Board to present three past Board members with a service appreciation plaque. Mr. Wells seconded, carried unanimously.

**NEXT MEETING**

The date of the next meeting is August 31, 2011.

**TRAVEL AND PER DIEM**

The Board voted unanimously to approve the Board's travel and per diem expenses for the May 25, 2011 meeting.

**ADJOURNMENT**

The Board voted unanimously to approve adjournment at 11:58 for the May 25, 2011 meeting.