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.