



WV NURSING HOME ADMINISTRATORS LICENSING BOARD

P.O. BOX 522

WINFIELD, WEST VIRGINIA 25213

PHONE (304) 586-4070

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MEETING MINUTES

February 15, 2024

11:00 a.m.

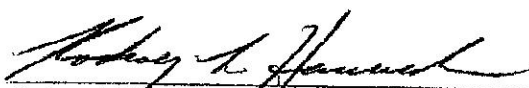
- (1) **Call to Order:** The meeting of the NHAL Board was called to order at 11:04 a.m. by Rodney L. Hannah, Board Chair.
- (2) **Members Present:** M. Raymond Alvarez, James A. Harris, Rhonda Quattrochi, Shannon Schultheis, Gregory K. Stephens, and Nathan Hanshew
- (3) **Others Present:** Veronica Cummings, Executive Director
- (4) **Meeting Minutes:** The minutes of the November 16, 2023, meeting was approved with a motion being made by James A. Harris and seconded by Nathan Hanshew. Motion carried.
- (5) **Financial Statement/
P-Card Purchases
Budget:** Financial statement from July 1, 2023 thru February 15, 2024, had a beginning balance of \$85,004.03, with expenditures of \$64,244.46 and deposits of \$22,900.00, leaving an account balance of \$43,659.57. James A. Harris made motion to accept the financial statement/P-Card purchases, with a second by Gregory K. Stephens. Motion carried.
- (6) **Reciprocity Applicants:** Heather Borkoski was approved to sit for exam with a motion made by Nathan Hanshew and seconded by Shannon Schultheis. Motion carried with Ms. Borkoski being licensed in Ohio with no discipline on her license.
- Rose Holicker was approved to sit for exam with a motion made by Gregory K. Stephens and seconded by James A. Harris. with Ms. Holicker being licensed in Ohio, with no discipline on her license, motion carried.
- (7) **Application by Exams:** Cassidy Duffer was approved to sit for exams with a motion made by Rhonda Quattrochi and seconded by M. Raymond Alvarez. Motion carried.
- Charles Watton was approved to sit for exams with a motion made by Gregory K. Stephens, seconded by Nathan Hanshew. Motion carried.
- (8) **AIT – FSU:** Dr. Alvarez recused himself and left the room prior to James A. Harris making motion for Alyssa Sloan-Oliverio to serve as an AIT, with Marci Farinacci, NHA, Preceptor at St. Barbara's Memorial Nursing Home, seconded by Gregory K. Stephens. Motion carried.

- (9) License Request:** Motion was made to continue Dr. Coleen McCarty's license on inactive status with motion made by James A. Harris and seconded by Gregory K. Stephens. Motion carried.
- (10) Emergency Permits Issued:** Holbrook Healthcare Center, Buckhannon (6 mo. – 9-21-23)
Fayetteville Healthcare (3 mo. – 11-23-23)
Morgantown Healthcare Center (3 mo. – 1-19-24)
- (11) SQC#1 FY2024:** An annual recertification survey was conducted at Putnam Center with an exit date of February 10, 2022, with notification from OHFLAC being received July 17, 2023.
- Upon review of the 2567 deficiency report, plan of correction, and no response from the licensed nursing home administrator, as required in §21-1-6. 6.2.a.3.C of the Nursing Home Administrator's 21CSR1 Rule, an amended motion was made from the November 16, 2022 meeting. With a motion made by Gregory K. Stephens and seconded by M. Raymond Alvarez, the nursing home administrator would be offered a Consent Agreement and be invited to appear before the Board prior to the renewal of his license for an interview. Board Attorney, Mark Weiler, will be contacted to prepare a Consent Agreement to be mailed by certified mail. A letter of invitation will be sent by certified mail, to the nursing home administrator, for the May 16, 2024 meeting.
- (12) Destruction of Files:** With a motion by James A. Harris and seconded by Shannon Schultheis, the following SQC files will be shredded, according to the Board's Retention Policy with motion carried:
- Brightwood Center, Closed 6-1-09
Hampshire Memorial Hospital, Closed 6-1-09
Heartland of Charleston, Closed 6-1-09
Golden Living Center – Closed 12-18-14
Valley Center – Closed 12-30-14
Dunbar Center – Closed 4-5-16
Oak Ridge Center – Closed 8-29-16
- (13) Items for Discussion:** Update on 21CSR1 Rule Amendment – HB4137
Travel mileage effective 1-1-24 (.67 per mile)

Adjournment: With no further business, Rodney L. Hannah adjourned the meeting at 12:18 p.m. with a motion by Gregory K. Stephens and seconded by M. Raymond Alvarez. Motion carried.

The next meeting is scheduled for May 16, 2024, at 11 a.m. within the Blessed John Pastoral Center.

Respectfully submitted,



Rodney L. Hannah, NHA, Chair



Gregory K. Stephens, NHA, Secretary