



WV NURSING HOME ADMINISTRATORS LICENSING BOARD

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MEETING MINUTES

February 17, 2022

11 a.m.

- (1) **Call to Order:** The meeting of the NHAL Board was called to order at 11:00 a.m. by Rodney L. Hannah, Board Chair.
- (2) **Members Present:** Denise Campbell, Secretary, M. Raymond Alvarez, James A. Harris, Rhonda Quattrochi, Shannon Schultheis, Gregory K. Stephens.
- (3) **Others Present:** Veronica Cummings, Executive Director and Marty Wright, WVHCA
- (4) **Minutes of November 4, 2021 Meeting:** The minutes of the November 4, 2021 meeting were approved with a motion being made by James A. Harris and seconded by Denise Campbell, Secretary. Motion carried.
- (5) **Election of Officers:** James A. Harris made motion to retain by acclamation, current Board Chair, Rodney L. Hannah, and Denise Campbell, Secretary. Gregory K. Stephens, seconded. Motion carried.
- (6) **SQC #2 FY2022 Trinity Health Care, Logan, WV, NHA:** James T. Ragland, NHA, appeared for an interview with the Board to address in further detail the incident that occurred at Trinity Health Care during an OHFLAC complaint survey, with an exit date of January 28, 2021, and received July 26, 2021.
- Upon the conclusion of the discussion, Mr. Ragland thanked the Board for the opportunity to go into further detail of the incident involving a patient and made his departure.
- The Board discussed the incident in detail from notes taken, with James A. Harris making a motion to suspend Mr. Ragland's license for six months and complete six additional CEU'S. A motion made By Dr. M. Raymond Alvarez, to amend James A. Harris' motion to designate the hours taken to be in patient safety and risk management. Motion carried.
- (7) **WV Health Care Assoc. Marty Wright:** Marty Wright appeared to request approval as a vendor/provider in hosting continuing education that would satisfy the Board's CEU requirements for licensed nursing home administrator's in West Virginia.
- Mr. Wright stated that the Board has the express power to approve other vendors/providers to host continuing education. The West Virginia Health Care Association is seeking to be approved as an additional provider and not to replace the National Association of Boards, (NCERS)

With many positive points that were outlined by Mr. Wright, the Board invited him to the May 19th meeting for further details and discussion.

**(8) Financial Statement/
P-Card Purchases:**

Financial statement from July 1, 2021 thru February 15, 2022, had a beginning balance of \$98,152.49 with expenditures of \$57,008.69 and deposits of \$22,747.25, leaving an account balance of \$63,891.05. James A. Harris made motion to accept the financial statement with a second by Shannon Schultheis. Motion carried.

P-Card expenditures were \$565,70 with Gregory K. Stephens making motion to accept the P-Card expenditures, seconded by James A. Harris. Motion carried.

(9) Application by Exam:

Erica Buford was approved to sit for exams when her 1000 hours are completed in her current position as Assistant Administrator at Lakin Hospital. Motion made by Rhonda Quattrochi and seconded by Shannon Schultheis. Motion carried.

Roberta Swan was approved to sit for exams, with Dr. Alvarez, recusing himself and leaving the room prior to voting. Gregory K. Stephens made the motion for approval, seconded by James A. Harris. Motion carried.

Dominic Varacallo was approved to sit for exams with a motion being made by Rhonda Quattrochi and seconded by Gregory K. Stephens. Motion carried.

Dana Gould was approved to sit for exams with a motion being made by James A. Harris and seconded by Shannon Schultheis. Motion carried.

(10) Reciprocity Applicant:

Steven Eisenstein, having a valid license in Pennsylvania, and New Jersey, was approved to sit for the State Exam with motion made by James A. Harris and seconded by Gregory K. Stephens. Motion carried.

Dr. Coleen McCarty, PHD, having a valid license in South Dakota and Nebraska, was approved to sit for the State Exam with motion being made by Denise Campbell, Secretary and seconded by James A. Harris. Motion carried. Dr. McCarty is serving on a Temporary Permit at Pendleton Manor until licensed.

(11) AIT Applicants:

Hannah Moore was approved as an AIT applicant with Gregory K. Stephens recusing himself and leaving the room prior to the vote of approval to serve at the Elizabeth Care Center with Gregory K. Stephens serving as preceptor. Motion was made by Rhonda Quattrochi and seconded by James A. Harris. Motion carried.

Jacob Crum was approved to serve as an AIT at Oak Ridge Complete Care with Preceptor, Joseph Triana with motion being made by Rhonda Quattrochi and seconded by James A. Harris. Motion carried.

April Jeffreys was approved as an AIT applicant through Fairmont State University's Internship Program with Dr. Alvarez recusing himself and leaving the room prior to the vote of approval, with Jo Peterson, Preceptor, Madison Center. Gregory K. Stephens made motion to approve, pending receipt of the WV Cares background check. Shannon Schultheis seconded the motion. Motion carried.

(12) SQC#3 FY2022:

An annual recertification survey was conducted at Wyoming Nursing and Rehabilitation with an exit date of June 16, 2021, and notification from OHFLAC being received November 23, 2021. Upon review of the 2567 survey, plan of correction, and response from the nursing home administrator, the review committee reported that there was no violation of the WV21CSR rule or the ACHCA Code of Ethics. It was recommended that no action be required by the Board at this time. Motion was made by Gregory Stephens to accept the recommendation by the review committee and seconded by James A. Harris. Motion carried.

(13) Legislation Criminal Liability:

It was determined that the NHALB CSR 21 Rule did not have any passages as mentioned that would deal with criminal liability with an e-mail being received as the determination.

(14) EPA Changes-DOP:

Division of Personnel has made some changes to the EPA forms. The timeline of evaluations was changed and the evaluation will be online. It was discussed and recommended that the EPA-3 continue to be used for the time being due to August being the normal evaluation time for the one employee. James A. Harris made the motion with Gregory K. Stephens seconding. Motion carried.

**(15) NAB Annual Meeting
June 8-10, 2022:**

Denise Campbell agreed to go as a delegate for the NHALB to the NAB Annual Convention in Chicago, IL, June 8-10, 2022, with expenses being paid by NAB. James A. Harris made a motion to select Denise Campbell, Secretary, as the delegate with a second by Shannon Schultheis. Motion carried.

(16) Items for Discussion:

P-Card Audit – 100% for FY2017 and FY2021

HB 2007 Update – a reintroduction of HB 2007 to terminate Board of Dietitian's, Forester's, Sanitarian's and Hearing Aid Dealers – Rules bundle passed out of Senate Judiciary and is still in the Gov. Organization Committee. It will not be on their agenda unless there are enough votes to move it out of committee.

Board meeting starting time will remain 11:00 a.m. due to the distance of travel time for the members.

Adjournment: With no further business, Rodney L. Hannah adjourned the meeting at 1:55 p.m. with a motion by Gregory K. Stephens and seconded by James A. Harris. Motion carried.

The next meeting is scheduled for May 19, 2022 at 11 a.m. within the Blessed John Pastoral Center.

Respectfully submitted,



Rodney L. Hannah, NHA, Chair



Denise Campbell, NHA, Secretary