



WV NURSING HOME ADMINISTRATORS LICENSING BOARD

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MEETING MINUTES

CONFERENCE CALL

March 23, 2020

1 p.m.

- (1) **Call to Order:** The conference call meeting of the NHA Board was called to order by Kay Cottrill, Chair at 1:02 p.m. with the purpose of the meeting being called due to the COVID-19 pandemic, and its effect on obtaining CEU's for nursing home administrators.
- (2) **Members Present:** All members present on call
- (3) **Others Present:** Veronica Cummings, Executive Director
- (4) **Discuss and vote on CEU options due to COVID-19** Board Chair, Kay Cottrill opened with two possible options the Board could discuss and decide upon, with one being to reduce the number of required renewal hours from 20 to 10 NAB approved hours for this year only; or extend the June 30 date of all licenses until the Health Care Association's Annual Convention to be held sometime in September. The convention is where many licensees obtain their renewal hours.
- Beverly Jezioro made a motion that with the amount of time the administrators had to spend in facilities due to the COVID-19 Virus, it would be more beneficial to everyone involved to reduce the number of hours from 20 to 10 NAB approved hours for this year only. Roger Topping seconded motion with motion being carried.
- Board Chair, Kay Cottrill informed the Executive Director, Veronica Cummings to send a memo to each nursing home administrator informing them of the Board's decision to reduce required continuing education hours.

With no further business to be discussed the conference call meeting was ended at 1:25 p.m.

Respectfully submitted

Kay Cottrill NHA
Kay Cottrill, Board Chair

Denise Campbell, Secretary

Denise Campbell