



WV NURSING HOME ADMINISTRATORS LICENSING BOARD

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MEETING MINUTES

May 19, 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:** M. Raymond Alvarez, James A. Harris, Rhonda Quattrochi, Shannon Schultheis, Gregory K. Stephens.
- (3) **Others Present:** Veronica Cummings, Executive Director and Marty Wright, W VHCA
- (4) **Absent:** Denise Campbell, Secretary.
- (5) **Minutes of February 17, 2022 Meeting:** The minutes of the February 17, 2022 meeting were approved with a motion being made by James A. Harris and seconded by M. Raymond Alvarez. Motion carried.
- (6) **Marty Wright, CEO W VHCA:** Marty Wright gave additional information pertaining to the WV Health Care Association becoming an approved CEU provider. Mr. Wright explained that the W VHCA was seeking to be approved as an additional approved vendor and not to replace the one expressly approved vendor, (NAB). The Association works closely with OHFLAC to see what is needed for nursing home administrators and will provide, as in the past, targeted webinars. The offer was further discussed and determined that a two-year probationary period would be in place and capping at ten CEU's, with the WVNHALB retaining the ability to cease approval and/or revisit the W VHCA's presumptive approval each year. Further discussion and plans are to be worked out between the Board and Mr. Wright, CEO of the W VHCA.
- (7) **CEU Provider Approved:** Upon the departure of Mr. Wright, CEO of the W VHCA, motion was made by Dr. Alvarez and seconded by James A. Harris to approve the W VHCA as an additional approved vendor of continuing education hours for nursing home administrators. Motion carried. Mr. Wright will be notified of the Board's decision.
- (8) **Financial Statement/ P-Card Purchases:** Financial statement from July 1, 2021 thru May 19, 2022, had a beginning balance of \$98,152.49 with expenditures of \$82,712.66 and deposits of \$41,650.00, leaving an account balance of \$57,139.83. Greg Stephens made motion to accept the financial statement with a second by M. Raymond Alvarez. Motion carried.

P-Card expenditures were \$877.75 with James A. Harris making motion to accept the P-Card expenditures, seconded by Shannon Schultheis. Motion carried.

- (9) Application by Exam:** Robin Eye was approved to sit for exams with a motion made by James A. Harris and seconded by M. Raymond Alvarez. Motion carried.

Kenneth Maxwell was recommended to complete a 1000 hour AIT Program due to not having the administrative experience to sit for exams. Motion was made by Rhonda Quattrochi and seconded by James A. Harris. Motion carried.

Ursula Perry was approved to sit for exams with a motion made by M. Raymond Alvarez and seconded by Greg Stephens. Motion carried.

Shannon Stewart was approved to sit for exams with a motion made by James A. Harris and seconded by M. Raymond Alvarez. Motion carried.

(10) Reciprocity Applicants:

Randall Kropp was approved to sit for the State exam with motion made by M. Raymond Alvarez and seconded by Shannon Schultheis. Motion carried.

Alyssa Maker-Lawal was approved to sit for the State exam with motion made by James A. Harris and seconded by Shannon Schultheis. Motion carried.

Cheryl Martin was not approved for the State exam due to her Virginia NHA license having expired in March, with a motion made by Greg Stephens and seconded by Shannon Schultheis. Motion carried. Another motion was made by Greg Stephens upon restoration of her Virginia license, Ms. Martin would be approved to take her State exam, seconded by M. Raymond Alvarez. Motion carried.

(11) AIT Applicant:

Motion was made by James A. Harris and seconded by Rhonda Quattrochi to approve Valerie Barber for the Fairmont State University AIT Program; with Shannon Schultheis and M. Raymond Alvarez leaving the room prior to the motion. Motion carried pending receipt of the WVCares background check from Stonerise of Clarksburg.

**(12) CEU Request in
Lieu of College
Credit:**

Stephanie Compton requested that her grad school courses be approved in lieu of the 10 NAB approved hours required for the current renewal period. Having met requirements according to 21CSR1 Rule, James A. Harris made motion to approve, and seconded by Greg Stephens. Motion carried.

Amanda Eskew previously requested CEU renewal credit for courses taken in social work but advised according to 21CSR1 Rule, the courses had to be toward an advanced degree in health care administration.

(13) SQC#4 FY2022:

A complaint survey was conducted at Mercer Nursing and Rehabilitation with an exit date of August 19, 2021, and notification from OHFLAC being received March 15, 2022. Upon review of the 2567 deficiency report, plan of correction, and response from the nursing home administrator, the review committee reported that there was no violation of the 21CSR1 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 Shannon Schultheis. Motion carried with the review committee not voting.

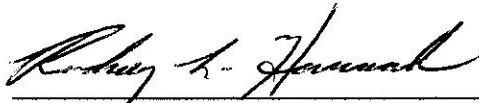
(14) SQC#2FY2022:

It was noted by correspondence from the CEO of Trinity Health Care & Rehabilitation Center, required hours have been completed as outlined in the Consent Agreement and Order previously signed.

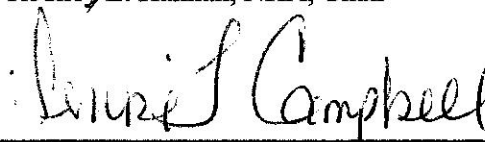
Adjournment: With no further business, Rodney L. Hannah adjourned the meeting at 1:05 p.m. with a motion by Gregory K. Stephens and seconded by James A. Harris. Motion carried.

The next meeting is scheduled for August 18, 2022 at 11 a.m. within the Blessed John Pastoral Center.

Respectfully submitted,



Rodney L. Hannah, NHA, Chair



Denise Campbell, NHA, Secretary