

**Agenda
Conference Call
June 10, 2020 (2:00 p.m.)**

1. Call meeting to order

Purpose of meeting: Due to COVID-19 Virus with the closing of our meeting facility, meeting time line for SQC deficiencies received and the election of officers.

2. Approval of minutes

3. Notices of substandard quality of care deficiencies were received from OHFLAC for the following with review committee having reviewed previously and presented for Board vote:

FY2020#5: Mound View, Tara Pletcher, NHA – notice received from OHFLAC 2/7/20

**FY2020#6: Maples Nursing Home, Jennifer Marrs, NHA – notice received from OHFLAC 2/7/20
Elizabeth Lockett, NHA**

**FY2020#7: Dunbar Center, Jessica Fowler, NHA – James McBurney, NHA – Judith Mohr, NHA
notice received from OHFLAC 2/7/20**

FY2020#8: Canterbury Center, Katrina Taylor, NHA – notice received from OHFLAC 3/6/20

**FY2020#9: John Manchin Sr. Health Care Center, Michele Crandall, NHA – notice received
from OHFLAC 3/6/20**

FY2020#10: Valley Center, Kimberly Mitchell, NHA – notice received from OHFLAC 3/6/20

4. Application to sit for exams – Jeffrey Shrewsbury (refer to documents received)

5. Amanda Scott, AIT – change of preceptor and facility from Pierpont to Brightwood Center, Kathy Haddon, Preceptor effective June 15, 2020

6. Election of officers for 2021

Next scheduled meeting: July 23, 2020 at 11 a.m. John XXIII Pastoral Center, Charleston, WV



WV NURSING HOME ADMINISTRATORS LICENSING BOARD

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MEETING MINUTES

Conference Call Meeting

June 10, 2020 (2:00 p.m.)

- (1) **Call To Order:** The meeting of the NHAL Board was called to order at 2:07 p.m. by Kay Cottrill, Board Chair. The purpose of the meeting, the closing of our meeting facility due to COVID-19, meeting the timeline for SQC deficiencies received, and the election of officers.
- (2) **Members Present** Kay Cottrill, Dan Bucher, Joan Armbruster, Beverly Jezioro, Roger Topping, Rodney Hannah
- (3) **Others Present** Veronica Cummings, Executive Director
- (4) **Members Absent** Denise Campbell, Secretary
- (5) **Approval of Minutes** Motion made by Joan Armbruster to approve the March 23, 2020 and February 27, 2020 minutes, seconded by Beverly Jezioro. Motion carried.
- (6) **SQC Surveys** A notice of substandard quality of care deficiencies was received from OHFLAC on February 7, 2020 for Mound View, Tara Pletcher, NHA. Upon review of the CMS Form 2567 deficiency report, the 2567 plan of correction and letter of response from Ms. Pletcher, the review committee did not find any violation of WV21-CSR rules or the ACHCA Code of Ethics.
- The board concurred with the findings of the review committee with motion being made by Roger Topping and seconded by Joan Armbruster. Motion carried with the review committee not voting. Ms. Fletcher will be notified by letter of the board vote.
- A notice of substandard quality of care deficiencies was received from OHFLAC February 7, 2020 for Maples Nursing Home, Jennifer Marrs, NHA for one week prior to survey and Elizabeth Lockett, NHA previous administrator. Upon review of the CMS Form 2567 deficiency report, the 2567 plan of correction and letters of response from Ms. Marrs and Ms. Lockett, the review committee did not find any violation of WV21-CSR rules or the ACHCA Code of Ethics.
- The board concurred with the findings of the review committee, motion being made by Rodney Hannah and seconded by Beverly Jezioro. Motion carried with the review committee not voting.

SQC Surveys (cont.)

A letter will be sent to Ms. Marrs and Ms. Lockett notifying them of the outcome.

A notice of substandard quality of care deficiency was received from OHFLAC on March 6, 2020 for Canterbury Center, Katrina Taylor, NHA. Upon review of the CMS 2567 report, the plan of correction and the letter of response from Ms. Taylor, the review committee did not find any violation of the WV21-CSR rules or the ACHCA Code of Ethics. Motion made by Joan Armbruster to accept the recommendation from the review committee and seconded by Roger Topping. Motion carried with the review committee not voting. Ms. Taylor will be notified by letter of the board's decision.

A notice of substandard quality of care deficiency was received from OHFLAC on March 6, 2020 for John Manchin Sr. Health Care Center, Michele Crandall, NHA. Upon review of the CMS 2567 report, the plan of correction and the letter of response from Ms. Crandall, the review committee did not find any violation of the WV21-CSR rules or the ACHCA Code of Ethics. Motion made by Joan Armbruster to accept the recommendation of the review committee. Beverly Jezioro seconded the motion, motion carried with the review committee not voting. Ms. Crandall will be notified by letter of the board's decision.

A notice of substandard quality of care deficiency was received from OHFLAC on March 6, 2020 for Valley Center, Kimberly Mitchell, NHA. Upon review of the CMS 2567 report, the plan of correction and the letter of response from Ms. Mitchell, the review committee did not find any violation of the WV21-CSR rules or the ACHCA Code of Ethics. Motion made by Rodney Hannah and seconded by Beverly Jezioro to accept the recommendation of the review committee. Motion carried with the review committee not voting. Ms. Mitchell will be notified by letter of the board's decision.

A notice of substandard quality of care deficiency was received from OHFLAC on February 7, 2020 for Dunbar Center, Jessica Fowler, NHA of record. Ms. Fowler was transferred to another facility prior to the plan of correction, with James McBurney, NHA and Judith Mohr, NHA serving as administrators and writing the plan of correction. The review committee, having reviewed the CMS 2567 report, the plan of correction and the letters of response from Mr. McBurney and Ms. Mohr, did not find any violation of the WV21-CSR rules or the ACHCA Code of Ethics during their short tenure. Roger Topping made motion to accept recommendation of the review committee with a second from Joan Armbruster. Motion carried with the review committee not voting. Mr. McBurney and Ms. Mohr will be notified by letter.

SQC (cont.)

With Jessica Fowler, NHA of record at Dunbar Center and having received two substandard quality of care deficiencies within a two year period, an interview was conducted by phone; due to COVID-19. With the ongoing deficiencies of a fall and an altercation between two residents not being reported to the proper agency, and a number of violations dealing with resident cleanliness; the review committee felt there was a violation of the ACHCA Code of Ethics, Expectation 1. Dan Bucher, Review Committee member, made a motion that the ACHCA Code of Ethics, specifically Expectation 1 was violated, and recommended a letter of warning be sent to Ms. Fowler, that within a twelve month period of time, if there was another violation of the ACHCA Code of Ethics, her license would be suspended for an undetermined period of time.

Motion was made by Joan Armbruster to accept the recommendation and seconded by Beverly Jezioro. Motion carried with the review committee not voting. Ms. Fowler will be notified by certified mail of the board's decision.

(7) License by Exam

Jeffrey Shrewsbury was approved for licensure by exam based upon administrative experience. Motion was made by Dan Bucher to approve applicant for exam with a second by Joan Armbruster. Motion carried.

(8) AIT Request

Amanda Scott, AIT requested approval for a change in placement from Pierpont Center with Jo Peterson, Preceptor to Brightwood Center with Kathy Haddon, Preceptor, effective June 15, 2020. Beverly Jezioro made motion to accept the request, with a second by Roger Topping. Motion carried.

(9) Election of Officers

Beverly Jezioro nominated Rodney Hannah as NHAL Board Chair, seconded by Roger Topping. Board vote and Rodney's acceptance, he will serve for one year beginning July 1, 2020 and ending June 30, 2021. Joan Armbruster nominated Denise Campbell to serve as NHALB secretary for one year beginning July 1, 2020 and ending June 30, 2021. The nomination was seconded by Beverly Jezioro. Board vote was unanimous.


Meeting Adjournment:

With no further business, Kay Cottrill adjourned the meeting at 3:20 p.m.

The next meeting is scheduled for July 23, 2020 at 11 a.m. within the John XXIII Pastoral Center, Charleston, WV.



Kay Cottrill, NHA, Chair



Denise Campbell, NHA, Secretary