



# WV NURSING HOME ADMINISTRATORS LICENSING BOARD

P.O. BOX 522

WINFIELD, WEST VIRGINIA 25213

PHONE (304) 586-4070

FAX (304) 586-4079

## MEETING MINUTES

November 4, 2021

11 a.m.

- (1) **Call to Order:** The meeting of the NHAL Board was called to order at 11:07 a.m. by Rodney L. Hannah, Chair, with the welcoming of the newly appointed board members,
- (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
- (4) **Previous Minutes:** Minutes of August 5, 2021 meeting approved as written with motion by Gregory Stephens and seconded by Denise Campbell. Motion carried.
- (5) **Financial Statement/  
P-Card Purchases:** Financial statement from July 1, 2021 thru November 1, 2021, had a beginning balance of \$98,152.49 with expenditures of \$29,183.71 and deposits of \$16,297.25, leaving an account balance of \$76,618.78. P-Card expenditures were \$492.94. James Harris made motion to accept the financial statement, and P-Card purchases, seconded by Shannon Schultheis. Motion carried.
- (8) **Application by Exam:** Jonthan Bolyard was approved to sit for exams with a motion being made by Gregory Stephens and seconded by Rhonda Quattrochi. Motion carried.
- Hannah Moore was denied her application to sit for exams based upon not having administrative experience in long term care. It was advised that she complete an administrator-in-training program within a long term care facility, under the direction of a board approved preceptor. Motion was made by Denise Campbell and seconded by James Harris. Motion carried.
- Waine Nicholson was approved to sit for exams with a motion being made by Denise Campbell and seconded by Shannon Schultheis with Gregory Stephens opposing. Motion carried.
- (9) **Reciprocity Applicant:** Ronald Berlingo, having a valid license in Pennsylvania, and serving on a temporary permit at Pierpont Center, was approved to sit for the State Exam with motion being made by James Harris and seconded by Raymond Alvarez. Motion carried.

Terri Rodeheaver, having a valid license in Pennsylvania, and serving on a temporary permit at Stonerise of Kingwood, was approved to sit for the State Exam after Shannon Schultheis recused himself, and left the room. Motion was made for the approval by Denise Campbell and seconded by Rhonda Quattrochi. Motion carried.

**(10) Emergency Permits:**

Emergency permits were issued for Stonerise Belmont, Fayette Nursing & Rehab, Sistersville Center, and Autumn Lake Healthcare.

**(11) Reduction of CEU's:**

With the discussion and decision being made based upon the continued surge of COVID-19, motion was made by James Harris and seconded by Shannon Schultheis, to continue the requirement of ten NAB approved hours for the current renewal year of licenses. Motion carried.

**(12) SQC#1 FY2022**

An annual recertification survey was conducted at Crestview Manor Nursing and Rehabilitation with an exit date of May 20, 2021, and notification from OHFLAC being received July 22, 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 Harris. Motion carried.

**SQC#2 FY2022**

A complaint survey was conducted at Trinity Health Care of Logan with an exit date of January 28, 2021, and notification from OHFLAC being received July 26, 2021. Upon review of the 2567 survey, plan of correction, and response from the nursing home administrator, it was determined that the nursing home administrator failed to meet regulation 2.24c of WV21CSR rule and also failed to meet Expectation 1 of the ACHCA Code of Ethics. It was determined by the Board to invite the nursing home administrator to the February 17, 2022 meeting for an interview and further questioning on the incident outlined during the complaint survey. The administrator will be contacted concerning the invitation. Motion made by James Harris and seconded by Denise Campbell. Motion carried.

**(13) Items for Discussion:**

Due to COVID-19, the required Auditor's Conference on November 5, 2021, would not be an in-person event but registration and receipt of handouts would serve as attendance.

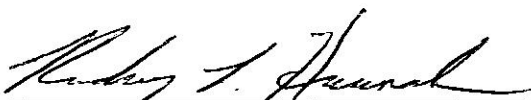
A random P-Card audit notice was received with a report of the audit to be received as soon as completed. Update will be at the February 17, 2022 meeting.

Consideration of presumptive approval status for West Virginia Healthcare Association to be a provider of continuing education, an invitation to Marty Wright, CEO, will be extended for the next meeting.

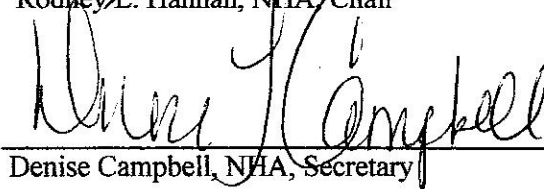
Adjournment: With no further business, Rodney L. Hannah adjourned the meeting at 1:27 p.m.

The next meeting is scheduled for February 17, 2021 at 11 a.m. within the Blessed John Pastoral Center.

Respectfully submitted,



Rodney L. Hannah, NHA, Chair



Denise Campbell, NHA, Secretary