



# WV NURSING HOME ADMINISTRATORS LICENSING BOARD

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## MEETING MINUTES

November 13, 2025

10:00 a.m.

- Call to Order:** The meeting of the NHAL Board was called to order at 10:05 a.m. by Rodney L. Hannah, Chairman.
- (1) Members Present:** Gregory K. Stephens, Secretary, Stefanie Compton, James A. Harris, Dr. M. Raymond Alvarez, Nathan Hanshew, Shannon Schultheis
- (2) Others Present:** Veronica Cummings, Executive Director
- (3) Employee Appraisal:** Gregory K. Stephens made a motion to go into executive session for discussion of the executive director's annual appraisal, with her leaving the room. At 10:40 a.m., Gregory K. Stephens made motion to come out of executive session with the executive director coming back into the room to continue the meeting.
- (4) Previous Minutes:** Minutes of August 14, 2025, meeting approved with a motion made by Nathan Hanshew and seconded by James A. Harris. Motion carried.
- (5) Financial Statement:** Financial statement from July 12, 2025, to November 7, 2025 had a beginning balance of \$77,404.20 with expenditures of \$46,291.33, deposits of \$24,750.00 with a final balance of \$55,862.87. James A. Harris made motion to accept the financial report, seconded by Gregory K. Stephens. Motion carried.
- (6) Reciprocity Applicants:**
- Adam Baker was approved to sit for the State exam with motion made by Dr. Alvarez, seconded by James A. Harris. Motion carried.
- Cheryl Carnes was approved to sit for the State exam with motion made by Nathan Hanshew, seconded by Gregory K. Stephens. Motion carried.
- Troy Snyder was approved to sit for the State exam with motion made by Gregory K. Stephens, seconded by Stefanie Compton. Motion carried.

**(7) AIT Applicant:**

Myles Mason was approved to serve as an AIT for 1000 hours at Willow Tree Healthcare Center, Jacob Helman, NHA, Preceptor with motion being made by Dr. Alvarez, seconded by Stefanie Compton. Motion carried.

**(8) Application by Exams:**

Kam Canfield was approved to sit for exams with James A. Harris making motion, seconded by Stefanie Compton. Motion carried.

Mandi Lowry was approved to sit for exams with James A. Harris making motion, seconded by Nathan Hanshew. Motion carried.

Joseph Quattrochi was not approved to sit for exams with a request for a more detailed description in a number of key areas, such as recruiting and directing staff, budget, census and financial planning that were not included in his position as an IT Director. With the motion being made by James A. Harris and seconded by Nathan Hanshew. Motion carried.

Jolaina Russell was approved to sit for exams with James A. Harris making motion, seconded by Shannon Schultheis. Motion carried.

**(9) Surveys**

**FY2026 SQC#4** Beckley Healthcare Center – A complaint survey was conducted with an exit date of May 20, 2025, and received September 8, 2025. It was determined there was no violation of the 21CSR1 Rule or the ACHCA Code of Ethics. James A. Harris made motion to accept the recommendation of the review committee and seconded by Dr. Alvarez. Motion carried with the review committee not voting. The NHA will be notified by letter. Nathan Hanshew and Shannon Schultheis recused themselves, and left the room before the vote.

**FY2026 SQC#7** Bluestone Health & Rehabilitation – A complaint survey was conducted with an exit date of January 15, 2025, and received September 8, 2025. It was determined there was no violation of the 21CSR 1 Rule or the ACHCA Code of Ethics. James A. Harris made motion to accept the review committee recommendation, seconded by Nathan Hanshew. Motion carried motion to accept the review committee recommendation, with the review committee not voting. The NHA will be notified by letter.

- FY2026 SQC#9** Bluestone Health & Rehabilitation – A complaint survey was conducted with an exit date of February 13, 2025, and received September 8, 2025. It was determined there was no violation of the 21CSR 1 Rule or the ACHCA Code of Ethics. James A. Harris made motion to accept the review committee recommendation, seconded by Dr. Alvarez. Motion carried with the review committee not voting. The NHA will be notified by letter.
- FY2026 SQC#11** Hilltop Center – A complaint survey was conducted with an exit date of May 13, 2025, and received September 8, 2025. It was determined there was no violation of the 21CSR 1 Rule or the ACHCA Code of Ethics. James A. Harris made motion to accept the review committee recommendation, second by Dr. Alvarez. Motion carried with the review committee not voting. The NHA will be notified by letter. Nathan Hanshew and Shannon Schultheis recused themselves and left the room prior to the discussion and vote. The NHA will be notified by letter.
- FY2026 SQC#13** Holbrook Healthcare Center – A complaint survey was conducted with an exit date of July 29, 2025, and received September 8, 2025 from OHFLAC. It was determined there was no violation of the 21 CSR 1 Rule or the ACHCA Code of Ethics. Dr. Alvarez made motion to accept the review committee recommendation, second by James A. Harris. Motion carried with the review committee not voting. The NHA will be notified by letter. Nathan Hanshew and Shannon Schultheis recused themselves and left the room prior to the discussion and voting.
- FY2026 SQC#14** Clarksburg Healthcare Center – A complaint survey was conducted with an exit date of October 17, 2024, and received from OHFLAC September 8, 2025. It was determined there was no violation of the 21 CSR 1 Rule or the ACHCA Code of Ethics. James A. Harris made motion to accept the review committee recommendation, second by Dr. Alvarez. Motion carried with the review committee not voting. The NHA will be notified by letter. Nathan Hanshew and Shannon Schultheis recused themselves and left the room prior to the discussion and voting.
- FY2026 SQC#15** Clay Healthcare Center - A complaint survey was conducted with an exit date of May 22, 2025, and received from OHFLAC September 8, 2025. It was determined there was no violation of the 21 CSR 1 Rule or the ACHCA Code of Ethics. Dr. Alvarez made motion to accept the review committee recommendation, second by James A. Harris. Motion carried with the review committee not voting. The NHA will be notified by letter.

Nathan Hanshew and Shannon Schultheis recused themselves and left the room prior to the discussion and voting.

- FY2026 SQC#23** Teays Valley Center – A complaint survey was conducted by OHFLAC with an exit date of December 19, 2024, and received September 8, 2025. It was determined there was no violation of the 21 CSR 1 Rule or the ACHCA Code of Ethics. Nathan Hanshew made motion to accept the review committee recommendation, second by Shannon Schultheis. Motion carried with the review committee not voting. The NHA will be notified by letter.
- FY2026 SQC#28** A complaint survey was conducted by OHFLAC with an exit date of October 30, 2024, and received September 8, 2025, at Charleston Healthcare Center. It was determined there was no violation of the 21 CSR 1 Rule or the ACHCA Code of Ethics. James A. Harris made motion to accept the review committee recommendation, second by Dr. Alvarez. Motion carried with the review committee not voting. Prior to the discussion and vote, Shannon Schultheis and Nathan Hanshew recused themselves and left the room. The NHA will be notified by letter.
- FY2026 SQC#1** An annual and complaint survey was conducted by OHFLAC with an exit date of August 4, 2024, and received September 8, 2025, at Fairmont Rehabilitation Healthcare Center. It was determined there was no violation of the 21 CSR 1 Rule or the ACHCA Code of Ethics. Nathan Hanshew made motion to accept the review committee’s recommendation, second by James A. Harris. Motion carried with the review committee not voting. The NHA will be notified by letter.
- FY2026 SQC#2** A complaint survey was conducted by OHFLAC with an exit date of August 7, 2025, and received September 8, 2025. It was determined that there was no violation at Fairmont Rehabilitation and Healthcare Center of the 21 CSR 1 Rule or the ACHCA Code of Ethics. James A. Harris made motion to accept the review committee recommendations, second by Dr. Alvarez. Motion carried with the review committee not voting. The NHA will be notified by letter.
- FY2026 SQC #3** An annual complaint survey conducted at Ansted Center with exit date of October 3, 2024, received September 8, 2025, from OHFLAC. It was determined there was no violation of the 21 CSR 1 Rule or the ACHCA Code of Ethics. James A. Harris made motion to accept the review committee recommendation, second by Nathan Hanshew. Motion carried with the review committee not voting. The NHA will be notified by letter.

- FY2026 SQC#5** An annual and complaint survey was conducted at Glenville Rehabilitation Center with an exit date of October 24, 2024, and received from OHFLAC September 8, 2025. It was determined by the review committee there was no violation of the 21 CSR Rule 1 or the ACHCA Code of Ethics. James A. Harris made motion to accept the recommendation of the review committee, second by Stefanie Compton. Motion carried with the review committee not voting. The NHA will be contacted by letter.
- FY2026SQC#6** An annual and complaint survey was conducted by OHFLAC with an exit date of October 1, 2024, and received September 8, 2025. It was determined by the review committee there was no violation of the 21 CSR Rule 1 or the ACHCA Code of Ethics. James A. Harris made motion to accept the recommendation of the review committee, second by Stefanie Compton. Motion carried with the review committee not voting. The NHA will be contacted by letter.
- FY2026SQC#16** A complaint survey was conducted by OHFLAC with an exit date of August 28, 2025, and received September 8, 2025, for Continuous Care Center, Wheeling Hospital. It was determined by the review committee there was no violation of the 21 CSR Rule 1 or the ACHCA Code of Ethics. James A. Harris made motion to accept the recommendation of the review committee, second by Dr. Alvarez. Motion carried with the review committee not voting. The NHA will be notified by letter.
- FY2026SQC#18** A complaint survey was conducted at Dunbar Center and Rehabilitation Center with an exit date of 5-8-25, by OHFLAC and received September 8, 2025. It was determined by the review committee there was no violation of the 21 CSR Rule 1 or the ACHCA Code of Ethics. James A. Harris made motion to accept the recommendation of the review committee, second by Dr. Alvarez. Motion carried with the review committee not voting. The NHA will be contacted by letter.
- FY2026SQC#19** Complaint survey conducted at Dunbar Care and Rehabilitation Center, exit date of July 28, 2025, received September 8, 2025, from OHFLAC. It was determined by the review committee no violation of 21 CSR Rule 1 or the ACHCA Code of Ethics. James A. Harris made motion to accept recommendation of the review committee, second by Dr. Alvarez. Motion carried with the review committee not voting. The NHA will be notified by letter.

- FY2026 SQC#25** An annual survey was conducted at Ansted Center with exit date of August 5, 2025, and received September 8, 2025 from OHFLAC. It was determined by the review committee there was no violation of the 21 CSR 1 Rule or the ACHCA Code of Ethics. James A. Harris made motion to accept the recommendation of the review committee with a second by Dr. Alvarez. Motion carried with the review committee not voting. The NHA will be notified by letter.
- FY2026 SQC#8** A complaint survey was conducted at Hillcrest Healthcare Center with an exit date of May 8, 2025, and received September 8, 2025, from OHFLAC. It was determined by the review committee there was no violation of the 21 CSR 1 Rule or the ACHCA Code of Ethics. James A. Harris made motion to accept the recommendation of the review committee with a second by Dr. Alvarez. Motion carried with the review committee not voting, Shannon Schultheis and Nathan Hanshew recused themselves and left the room prior to the discussion and vote. The NHA will be notified by letter.
- FY2026SQC#10** A complaint survey was conducted at Cedar Ridge Center with an exit date of May 14, 2025, and received from OHFLAC September 8, 2025. It was determined by the review committee there was no violation of the 21 CSR 1 Rule or the ACHCA Code of Ethics. Motion was made by Nathan Hanshew to accept the recommendation of the review committee, second by Dr. Alvarez. Motion carried with the review committee not voting. The NHA will be notified by letter.
- FY2026SQC#12** A complaint survey was conducted at Cedar Ridge Center with an exit date of April 16, 2025, and received from OHFLAC September 8, 2025. It was determined by the review committee, additional questions needed to be responded to that were not addressed in the NHA's written response to the survey. Dr. Alvarez made motion to accept the review committee recommendation, second by James A. Harris. The review committee did not vote. Motion carried. The NHA will be notified by letter of the February meeting date.

**FY2026SQC#17** A complaint survey was conducted at Cortland Acres Nursing Home with an exit date of March 12, 2025, and received September 8, 2025, from OHFLAC. It was determined by the review committee there were no violations of the 21 CSR Rule or the ACHCA Code of Ethics. Nathan Hanshew made motion to accept the recommendation of the review committee, second by James A. Harris. Motion carried. The NHA will be notified by letter.

**FY2026 SQC#20** A complaint survey was conducted at Lakin Hospital with an exit date of March 12, 2025, and received from OHFLAC September 8, 2025. The review committee determined there were additional questions that were not addressed by the NHA in the original response to the survey. The NHA will be notified by letter and invited to the next scheduled meeting in February. Motion was made to accept the review committee recommendation with motion made by Nathan Hanshew, second by James A. Harris. Motion carried with the review committee not voting.

**FY2026SQC#21** A complaint survey was conducted at Logan Center by OHFLAC with an exit date of June 11, 2025, and received September 8, 2025. The review committee determined there was no violation of the 21 CSR 1 Rule or the ACHCA Code of Ethics. Motion was made by James A. Harris to accept the review committee recommendation, a second by Dr. Alvarez. Motion carried with the review committee not voting. The NHA will be informed by letter.

**FY2026SQC#24** A complaint survey was conducted at Mansfield Place with An exit date of July 24, 2025, and received September 8, 2025 from OHLFAC. The review committee determined there was no violation of the 21 CSR 1 Rule or the ACHCA Code of Ethics. Motion was made by James A. Harris to accept the review committee recommendations, a second by Nathan Hanshew. Motion carried with the review committee not voting. The NHA will be notified by letter.

**FY2026SQC#26** A complaint survey was conducted at Mountain View Care Center with an exit date of February 26, 2025, and received from OHFLAC September 8, 2025. The review committee determined there was no violation of the 21 CSR 1 Rule or the ACHCA Code of Ethics. Motion was made by James A. Harris, second by Nathan Hanshew. Motion carried. The NHA will be notified by letter.

**FY2026SQC#27** A complaint survey was conducted at The Madison with an exit date of November 21, 2024, and received from OHFLAC September 8, 2025. The review committee Determined there was no violation of the 21 CSR 1 Rule or the ACHCA Code of Ethics. Motion was made by James A. Harris, second by Dr. Alvarez. Motion carried. The NHA will Be notified by letter.

**(10) FY2026 #1C**

A complaint was received by an employee at Charleston Healthcare Center naming the nursing home administrator of the facility on several allegations relating to her work practices. Upon the review of records, including the response from the NHA, there were no proven discrepancies in the NHA's behavior. If further evidence arises, the Board can reopen the complaint. With no violation of the 21 CSR 1 Rule or the ACHCA Code of Ethics, James A. Harris made motion to accept the review committee recommendation, second by Dr. Alvarez. Motion carried. Prior to the discussion and vote, Nathan Hanshew and Shannon Schultheis recused themselves and left the room. The NHA and complainant will be notified by letter.

**FY2026#2C**

An anonymous complaint was received concerning an employee at Mercer Healthcare Center received October 27, 2025. With OHFLAC following up with WVCares, and the employee being cleared of the accusations, the review committee accepted the clearance and the complaint was closed. The NHA was notified by letter.

**(11) Emergency Permits:**

Tygart Center 3 mo. – Morgan Robinson 8/18/25  
 Pocahontas Center 3 mo. – Skylar Fortin 9/20/25  
 Hidden Valley Center 3 mo. – Pamela Nutter 9/12/25  
 Webster Health Care Center 3 mo. – Sandra Amick 9/26/25  
 Hampshire Center – Genesis 3 mo. – Tiffany Tierney 10/1/25  
 Willow Tree Healthcare Center 3 mo. – Marquita Smith 10/2/25  
 Seneca Trail Healthcare Center 3 mo. – Kam Canfield 10/17/25


**(12) Topics of Discussion**

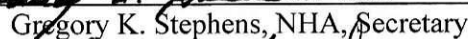
Update Auditor's Seminar November 6, 2025

Adjournment: With no further business, Rodney L. Hannah, Board Chair, adjourned at 12:35 p.m.

The next meeting is scheduled for February 17, 2026, at 10:00 a.m. at 332 Sixth Ave., South Charleston, WV – 1<sup>st</sup> Floor.

Respectfully submitted,  
 Rodney L. Hannah, NHA, Chair

  
 Rodney L. Hannah, NHA, Chair

  
 Gregory K. Stephens, NHA, Secretary

