



WV NURSING HOME ADMINISTRATORS LICENSING BOARD

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MEETING MINUTES

March 29, 2018

- (1) **Call to Order:** The meeting of the NHAL Board was called to order at 11:00 a.m. by Tammy Jo Painter, Chairman.
- (2) **Members Present:** Tammy Jo Painter, Kay Cottrill, Dan Bucher, Joan Armbruster, Beverly Jezioro, Roger Topping, Denise Campbell
- (3) **Others Present:** Veronica Cummings, Executive Director
- (4) **Previous Minutes:** Minutes of November 30, 2017 meeting accepted as written.
- (5) **Financial Statement/
P-Card Purchases:** Financial statement from July 1, 2017 thru March 29, 2018 had a beginning balance of \$140,708.00 with expenditures of \$56,139.86 and deposits of \$30,450.00, leaving an account balance of \$91,968.57. P-Card expenditures were \$390.64. Financial and P-Card expenditures accepted as written.
- (6) **Applicants by Exam:** Melissa Barone was approved to sit for the exams with motion made by Joan Armbruster and seconded by Beverly Jezioro. Motion carried.
- Stacey Cook was approved to sit for the exams with motion made by Roger Topping and seconded by Denise Campbell. Motion carried.
- Brandy Gillespie was approved to sit for the exams with motion made by Beverly Jezioro and seconded by Denise Campbell. Tammy Jo Painter, Chair, recused herself and left the room.
- Morgan Murphy was approved to sit for the exams with motion made by Joan Armbruster and seconded by Roger Topping. Motion carried.
- Rebecca Steadman was approved to sit for the exams with motion made by Dan Bucher and seconded by Denise Campbell. Motion carried.
- (7) **AIT Applicants:** Teiranee Henry was approved to participate in the AIT Program at Meadowbrook Acres with Kimberly Toney - Preceptor. Motion was made by Denise Campbell and seconded by Joan Armbruster. Motion carried.

AIT (cont.)

Cierra Jones was approved to participate in the AIT Program at Teays Valley Center with James McBurney, Preceptor. Motion made by Roger Topping and seconded by Beverly Jezioro. Motion carried.

Danelle Wandling was approved to participate in the AIT Program at Lakin Hospital with Matthew Keefer, Preceptor. Joan Armbruster made motion to approve and seconded by Dan Bucher. Motion carried.

(8) Reciprocity Applicant:

Frank Bibbee was approved to sit for the State exam for reciprocity being licensed in Kentucky. Motion made by Joan Armbruster and seconded by Roger Topping. Motion carried with Denise Campbell voting no.

(9) SQC Survey Suncerae Neason, NHA Grafton City Hospital

The Board acted upon the SQC Survey conducted by OHFLAC with an exit date of March 1, 2017 at Grafton City Hospital. The Consent Agreement and Order was signed by Ms. Neason, NHA, with Review Committee Members, Tammy Jo Painter and Kay Cottrill, Secretary, not voting; but made recommendations on the findings of fact. Roger Topping made motion to accept the signed agreement with a second by Joan Armbruster. Motion carried with the review committee not voting. Ms. Neason will be notified.

(10) SQC Beth Harris, NHA, Fairmont Health & Rehab. Center

An SQC notice from OHFLAC was received November 3, 2017 for Beth Harris, NHA at Fairmont Health & Rehabilitation Center. Upon review of the survey citation, the plan of corrections, and response provided by the NHA, the review committee did not find violation of the WV 21 CSR rules or the ACHCA Code of Ethics. Motion was made by Dan Bucher to accept the recommendation and seconded by Joan Armbruster. Motion carried with the review committee not voting. Ms. Harris will be notified of the decision.

(11) Complaint #2FY2018

A letter of complaint was received from an agency hired LPN at Hopemont Hospital, Mark Nesland, NHA on February 8, 2018. Upon review of the complaint and response from Mr. Nesland, there was no violation of WV 21 CSR rules or the ACHCA Code of Ethics as recommended by the review committee. Joan Armbruster made motion to accept the recommendation and seconded by Denise Campbell. Motion carried with review committee not voting. Mr. Nesland will be notified with a copy to the complainant.

(12) Election of New Officers

With Board Chair, Tammy Jo Painter's term as board member expiring, Kay Cottrill was elected as the new chair and Denise Campbell will serve as Secretary for the NHAL Board.

The next meeting is scheduled for Thursday, June 28, 2018 at 11 a.m. within the Blessed John Pastoral Center, 100 Hodges Road, Charleston, WV

**Meeting
Adjournment:**

Tammy Jo Painter, Chair, adjourned the meeting at 12:34 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "T J Painter", written over a horizontal line.

Tammy Jo Painter, NHA, Chair

A handwritten signature in cursive script, appearing to read "Kay Cottrill", written over a horizontal line.

Kay Cottrill, NHA, Secretary