



# WV NURSING HOME ADMINISTRATORS LICENSING BOARD

P.O. BOX 522

WINFIELD, WEST VIRGINIA 25213

PHONE (304) 586-4070

FAX (304) 586-4079

## MEETING MINUTES

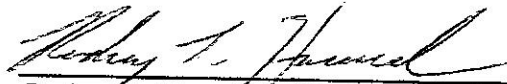
June 6, 2025

10:30 a.m. - Virtual

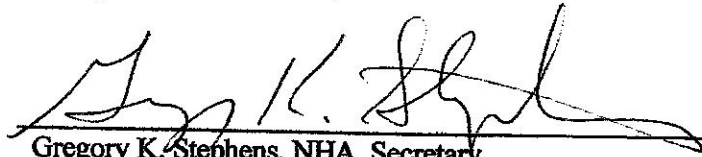
- (1) **Call to Order:** The meeting of the NHAL Board was called to order at 10:35 a.m. by Rodney L. Hannah, Board Chair.
- (2) **Members Present:** James A. Harris, Stefanie Compton, Gregory K. Stephens, Nathan Hanshew, Shannon Schultheis
- Absent:** Dr. M. Raymond Alvarez
- (3) **Others Present:** Veronica Cummings, Executive Director
- (4) **Financials/  
Budget:** Discussion concerning Auditors' annual expense/revenue totals, as they relate to the Board's Executive Directors quarterly financial Reports. A comparison and review for noticeable expense variations were discussed to determine differences. It was found that Executive Director wages, benefits were unintentionally not included in the Executive Directors report. In addition, budgeted line-items were understated due to inflation. Based on these findings, it was determined that current Board expenses would have been unattainable under the prior FY 2024 fee structure. These determinations were based upon, comparison spreadsheets for the years in question.
- Upon further review of the recently approved Legislative license/ fee increases, effective July 1, 2024, the Board determined that revenue projections, based on NHA renewals for May/June 2025, will be adequate to cover annual expense projections moving forward.
- Motion was made so that the increase in revenue would keep the Board in sound financial standing moving forward. The motion was made by Nathan Hanshew, seconded by James A. Harris.  
Motion carried.
- Adjournment: With no further business, Rodney L. Hannah adjourned the meeting at 11:35 a.m.

The next meeting will be held August 14, 2025, at 100 Association Drive, Charleston, WV.

Respectfully submitted,



Rodney L. Hannah, NHA, Chair



Gregory K. Stephens, NHA, Secretary