



WV NURSING HOME ADMINISTRATORS LICENSING BOARD

P.O. BOX 522

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MEETING MINUTES

November 14, 2024

10:00 a.m.

- (1) **Call to Order:** The meeting of the NHAL Board was called to order at 10:00 a.m. by Rodney L. Hannah, Chairman.
- (2) **Members Present:** Rodney L. Hannah, Chair, Gregory K. Stephens, Secretary, James A. Harris, Stefanie Compton, Shannon Schultheis, Dr. M. Raymond Alvarez and Nathan Hanshew.
- (3) **Others Present:** Veronica Cummings, Executive Director
- (4) **Previous Minutes:** Minutes of the August 22, 2024 meeting approved as written with motion by Shannon Schultheis and seconded by Nathan Hanshew. Motion carried.
- (5) **Employee Evaluation:** Motion was made by James A. Harris to go into executive session at 10:10 a.m. Dr. Alvarez, seconded. Motion carried with Veronica S. Cummings, ED, leaving the room.
- Motion was made by Nathan Hanshew to come out of executive session at 10:50 a.m., seconded by Shannon Schultheis. Motion carried with the executive director returning to the room. Details of the evaluation will be discussed after the close of the meeting by Chair, Rodney L. Hannah.
- (6) **Financial Statement:** Financial statement from July 1, 2024 thru November 14, 2024 had a beginning balance of \$69,447.13 with expenditures of \$39,398.47 and deposits of \$28,750.00, leaving an account balance of \$58,798.66. Motion was made by Dr. Alvarez to accept the financial statement, seconded by Stefanie Compton. Motion carried.
- A motion was made by James A. Harris for a part-time assistant to be paid \$20.00 per hour when needed periodically, with a maximum of \$4,000 per fiscal year, seconded by Dr. Alvarez. Motion carried.
- Upon discussing the need for replacement of the 8-year-old office computer, and screen, motion was made by Dr. Alvarez, seconded by Shannon Schultheis to purchase through the State Purchasing Department. Motion carried.

- (7) Reciprocity Applicants:** James Hass, licensed in Kentucky, was approved to sit for the state exam with motion being made by James A. Harris, seconded by Nathan Hanshew. Motion carried.,

Michael Maldonado, licensed in Colorado, was approved to sit for the state exam with motion being made by Nathan Hanshew, seconded by Dr. Alvarez. Motion carried.

- (8) Applicants by Exam:** Kasie Allen was approved to sit for exams, pending receipt of application fee, with motion being made by Shannon Schultheis, seconded by James A. Harris. Proof of purchase had been received. Motion carried.

With Nathan Hanshew and Shannon Schultheis recusing themselves and leaving the room, motion was made by James A. Harris, seconded by Gregory K. Stephens to approve Tracey Davidson to sit for exams. Motion carried

Motion made by Stefanie Compton to approve Parker Terry to sit for exams, seconded by Dr. Alvarez. Motion carried.

- (9) Administrative
Residency, AIT:**

Jordon Gibson was not approved at this time due to the selected Preceptor, Kenneth Bevins, Trinity Healthcare of Logan, Inc. not having the required length of time in West Virginia as a NHA, with motion being made by James A. Harris, seconded by Stefanie Compton. Motion carried with a letter being sent to Mr. Gibson and Mr. Bevins to reapply when requirements were met.

Skylar Fortin was approved to serve as an AIT at St. Barbara's Nursing Home, with Marcy Farinacci, Preceptor, under the approved program at Fairmont State University. Ms. Fortin was previously at Morgantown Healthcare Center with Phillip Donnelly, NHA, Preceptor, with 108 documented hours. Motion was made to approve Ms. Fortin for the reassignment by James A. Harris, seconded by Nathan Hanshew. Motion carried.

- (10) SQC's:**

FY2025 SQC #1 – Complete Care of Dawnview received a complaint survey with an exit date of 4/10/24 and received 7/24/24 from OHFLAC. Upon review of the CMS Form 2657 Deficiency Report, response from the nursing home administrator, with the plan of correction, the review committee did not find any violation of WV 21 CSR Rule or the ACHCA Code of Ethics; Nathan Hanshew made motion to accept the review committee's recommendation, seconded by Dr. Alvarez. Motion carried with the review committee not voting. The NHA will be notified.

(10) SQC's cont.

FY2025 SQC #2 – Canterbury Center received a complaint survey and recertification by OHFLAC, with an exit date of 4/3/24 and received 7/24/24 from OHFLAC. Upon review of the CMS Form 2657 Deficiency Report, response from the NHA, with plans of correction, the review committee did not find any violation of WV 21 CSR Rule or the ACHCA Code of Ethics, Nathan Hanshew made motion to accept the review committee's recommendation, seconded by James A. Harris, motion carried with the review committee not voting. The NHA will be notified.

FY2025 SQC #3 – Belmont Healthcare Center received a complaint survey with an exit date of 5/21/24 and received from OHFLAC 7/25/24. With Nathan Hanshew and Shannon recusing themselves and leaving the room; the review committee, upon review of the CMS Form 2657 Deficiency Report, response from the NHA, with plans of correction, the review committee did not find any violation of WV 21 CSR Rule or the ACHCA Code of Ethics, James A. Harris made motion to accept the review committee's recommendation, seconded by Stefanie Compton. Motion carried with Nathan Hanshew and Shannon Schultheis returning to the room. The NHA will be notified. The review committee did not vote.

FY2025 SQC #4 – Trinity Health Care of Logan received a complaint survey with an exit date of 6/5/24 and received from OHFLAC 7/24/24. Upon recommendation from the review committee, review of the CMS Form 2657 Deficiency Report, response from the NHA, with plans of correction, the review committee did not find any violation of WV 21 CSR Rule or the ACHCA Code of Ethics, James A. Harris made motion to accept the review committee's recommendation, seconded by Nathan Hanshew. Motion carried. The review committee did not vote. The NHA will be notified.

FY2025 SQC #5 – Marmet Center received a complaint survey with an exit date of 7/8/24 and received from OHFLAC 8/8/24. Upon recommendation from the review committee, review of the CMS Form 2657 Deficiency Report, response from the NHA, with plans of correction, the review committee did not find any violation of WV 21 CSR Rule or the ACHCA Code of Ethics, James A. Harris made motion to accept the review committee's recommendation, seconded by Stefanie Compton. Motion carried. The review committee did not vote. The NHA will be notified.

(SQC's cont.)

FY2025 SQC #6 – Morgantown Health and Rehabilitation received a complaint and annual survey, with an exit date of 3/11/24 and received from OHFLAC 8/8/24. Upon recommendation from the review committee, review of the CMS Form 2657 Deficiency Report, NHA response, with plans of correction, the review committee did not find any violation of WV 21 CSR Rule, or the ACHCA Code of Ethics. James A. Harris made motion to accept the committee recommendation with a second from Dr. M. Raymond Alvarez. Motion carried. The NHA will be notified. The review committee did not vote.

FY2025 SQC #7 – Bridgeport Healthcare Center received a complaint survey with an exit date of 7/3/24 and received from OHFLAC 8/14/24. Nathan Hanshew and Shannon Schultheis recused themselves and left the room. Upon recommendation from the review committee, review of the CMS Form 2657 Deficiency Report, NHA response with plans of correction, the review committee did not find any violation of WV 21 CSR Rule, or the ACHCA Code of Ethics. Dr. M. Raymond Alvarez made motion to accept the committee recommendation with a second from James A Harris. Motion carried with the review committee not voting. The NHA will be notified.

FY2025 SQC #8 – New Martinsville Health and Rehabilitation received a complaint and annual survey with an exit date of 6/11/24 and received 8/19/24. Upon the review committee's review of the CMS Form 2657 Deficiency Report, NHA response with plans of correction, there was no violation of WV 21 CSR Rule, or the ACHCA Code of Ethics. James A. Harris made motion to accept the committee recommendation with Gregory K. Stephens second. Motion carried with the review committee not voting. The NHA will be notified.

FY2025 SQC #10 – Guardian Elder Care at Wheeling (Wheeling Rehabilitation and Healthcare Center) received a complaint survey with an exit date of 5/28/24 and received from OHFLAC 9/20/24. The review committee's review of the CMS Form 2657 Deficiency Report, NHA response with plans of correction, found no violation of the WV 21 CSR Rule, or the ACHCA Code of Ethics. James A. Harris made motion to accept the committee recommendation and seconded by Gregory K. Stephens. Motion carried, the review committee did not vote. The NHA's will be notified.

(SQC cont.)

FY2025 #11 – Cedar Ridge Center received a complaint survey with an exit date of 7/22/24 and received from OHFLAC 9/20/24. Upon the review of the CMS 2657 Deficiency Report, the NHA response \ with plans of correction, the review committee did not find a violation of the WV 21 CSR Rule or the ACHCA Code of Ethics. Nathan Hanshew made motion to accept the committee recommendation, with a second by Gregory K. Stephens. Motion carried. The NHA will be notified. The review committee did not vote.

FY2025 #12 – Shenandoah Center received a complaint survey with an exit date of 7/26/24 and received from OHFLAC 9/30/24. Upon review of the CMS 2657 Deficiency Report, the NHA response with plans of correction, the review committee did not find a violation of the WV 21 CSR Rule or the ACHCA Code of Ethics. Gregory K. Stephens made motion to accept the committee recommendation, with a second by Stefanie Compton. Motion carried with the review committee not voting. The NHA will be notified.

FY2025 #13 – White Sulphur Springs Center received a complaint survey with an exit date of 7/11/24, received from OHFLAC 9/30/24. Upon review of the CMS 2657 Deficiency Report, the NHA response with plans of correction, the review committee did not find a violation of the WV 21 CSR Rule or the ACHCA Code of Ethics. Dr. M. Raymond Alvarez made motion to accept the committee recommendation, with a second by Shannon Schultheis. Motion carried with the review committee not voting. The NHA will be notified.

FY2025 #14 – Pocahontas Center received a complaint survey with an exit date of 8/1/24 and received from OHFLAC 9/30/24. Upon review of the CMS 2657 Deficiency Report, the NHA response with plans of correction, the review committee, with further discussion from the Board, determined the NHA at the time the deficient practice occurred, be required to take nine continuing education hours specific to the violations and completed prior to 2/1/25. These hours are in addition to the required 20 CEU's for license renewal. The motion was made by James A. Harris, seconded by Dr. M. Raymond Alvarez. Motion carried. The NHA will be notified. The review committee did not vote.

(SQC cont.)

FY2025 #15 – Worthington Healthcare Center received A complaint survey with an exit date of 4/9/24 and received from OHFLAC 10/15/24. Nathan Hanshew and Shannon Schultheis recused themselves and left the room. Upon review by the review committee of the CMS Deficiency Report 2657, the NHA response with plans of correction, it was determined there was no violation of the WV 21 CSR Rule, or the ACHCA Code of Ethics. James A. Harris made motion to accept the recommendation of the review committee, seconded by Dr. M. Raymond Alvarez. Motion carried. The NHA will be notified. Review committee did not vote.

Review Committee:

Upon discussion by members of the Board, those who serve on the review committee, going forward, will receive 10 hours of continuing education credit due to the amount of extra time reviewing SQC's and complaints for the Board. James A. Harris made motion to accept, Nathan Hanshew seconded. Motion carried.

Roster Requirement:

Due to Senate Bill 438 eliminating the requirement for a mailing address or any geographical information for licensee's, motion was made by Gregory K. Stephens, seconded by Stefanie Compton, for just the name, license number and expiration date be included on a roster. Motion carried.

Part-Time Employee:

It was discussed the need for a part-time employee when the executive director chose to take a 5-day vacation, time off for a potential extended illness, or license renewals in June. Upon motion by James A. Harris and seconded by Shannon Schultheis, a budget was appropriated for a part-time employee. Motion carried. The decision came about during executive session of the employee evaluation.

Items for Discussion:


Financial Disclosure due February 1, 2025.

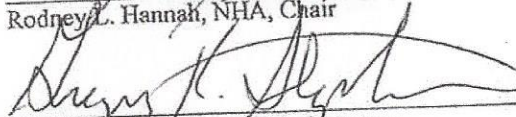
Auditor's Seminar reminder: Must attend once each term – continue to attend if a term expires and you remain on the board until a replacement is appointed.

Sunset date for Board is August 1, 2029, but can request an extension.

Adjournment: With no further business, Rodney L. Hannah adjourned the meeting at 1:20 p.m. with a motion by Gregory K. Stephens, seconded by James A. Harris.
The next meeting is scheduled for February 13, 2025 at 10:00 a.m. – virtual.

Respectfully submitted,


Rodney L. Hannah, NHA, Chair


Gregory K. Stephens, NHA, Secretary