WV Nursing Home Administrators Licensing Board

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MEETING MINUTES
May 21, 2026
10:00 AM

(1) Call to Order: The meeting of the NHAL Board was called to order at 10:07 a.m. by Rodney L. Hannah, Chairman.

(2) Members Present: Gregory K. Stephens, James A. Harris, Dr. M. Raymond Alvarez, (Nathan Hanshew, Shannon Schultheis, Stefanie Compton – Zoom) Executive Director, Veronica S. Cummings, Present

(3) Previous Minutes: The minutes of February 26, 2026 (Teams Meeting) were approved with motion made by Dr. Alvarez and seconded by James A. Harris. Motion carried.

(4) ED Interview: With over 60 applicants applying for the ED position upon the retirement of the current ED, two finalists were selected for interviews.

An interview was conducted with the 1st applicant with questions provided by board members concerning goals, strengths as well as weaknesses. Work experience that could be aligned with the current requirements required of the executive director were also discussed. The interview ended on a positive note with the Board making a decision once the other applicant is interviewed.

(5) Financial Statement: Financial statement FY2026 7-1-25 to 5-21-26 was approved as written with motion made by James A. Harris, seconded by Dr. Alvarez. Motion carried.

(6) Reciprocity App. Jennifer Matteson – was approved to sit for the exam with motion made by James A. Harris, and seconded by Gregory K. Stephens. Motion carried.

Richonna Milliken was approved to sit for the state exam, with motion made by James A. Harris and seconded by Dr. Alvarez. Motion carried.

((7) App. By Exams: Monica Brown was approved to sit for exams with motion made by James A. Harris, seconded by Stefanie Compton. Motion carried.

Motion was made by James A. Harris for Anissa Davis to serve 500 hrs. as an AIT with a board approved NHA/Preceptor, seconded by Dr. Alvarez due to additional administrative experience needed. Motion carried.

(10) FY2026 #3C: The review committee made a recommendation there was no violation of the ACHCA Code of Ethics or the 21-01 Nursing Home Administrators Licensing Rule. James A. Harris made motion to accept the review committee' recommendation, seconded by Gregory K. Stephens. Motion carried with the review committee not voting. The complainant and NHA will be notified.

FY2026 #4C: The review committee made a recommendation there was no violation of the ACHCA Code of Ethics or the 21-01 Nursing Home Administrators Licensing Rule. Gregory K. Stephens made motion to accept the review committee' recommendation, seconded by Shannon Schultheir. Motion carried with the review committee not voting. The complainant and the NHA will be notified.

(11) FY2026 SQC #30: A complaint survey was conducted at Pocahontas Center with exit dates of 11-5-25 and 12-17-25, received from OHFLAC 4-23-26.

With review of the NHA responses, the 2567 deficiency report, and plan of correction, the review committee reported there was no violation of the ACHCA Code of Ethics or the 21-01 Rule by either NHA. Nathan Hanshew made motion to accept the review committee recommendations, Gregory K. Stephens seconded. Motion carried, with the review committee not voting. The NHA's will be notified.

FY202 SQC #31: A complaint survey was conducted at Pocahontas Center with exit date of 12-17-25 and received from OHFLAC 4-24-26.

With review of the NHA response, the 2567 deficiency report, and plan of correction, the review committee reported there was no violation of the ACHCA Code of Ethics or the 21-01 Rule by the NHA. Gregory K. Stephens made motion to accept the review committee recommendations, seconded by Nathan Hanshew. Motion carried, with the review committee not voting. The NHA will be notified.

FY2026 SQC #32: An annual and complaint survey was conducted at Madison Center with an exit date of 1/21/26 and received from OHFLAC 4-23-26.

With review of the NHA response, the 2567 deficiency report, and plan of correction, the review committee reported there was no violation of the ACHCA Code of Ethics or the 21-01 Rule by the NHA. Gregory K. Stephens 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.

Upon review of the survey, plan of correction and the letter of response from the NHA's, there was no violation of 21-01 Rule or ACHCA Code of Ethics recommended by the review committee. Gregory K. Stephens accepted the recommendation of the committee and made motion to accept, seconded by Shannon Schultheis. Motion carried. The NHA's will be notified. The committee did not vote.

CEU Request: Jennifer Pagliaro requested 2 hrs. of CEU's taken with Pathway Health. Stefanie Compton made motion upon review of the CEU content, to approve the request, seconded by Dr. Alvarez. Motion carried.

Emergency Permit: An Emergency Permit was issued for Pierpont Center for 3 months, Matthew Campbell, NHA (4-30-26)

Rule Amendment: A Rule Amendment on 21-01 Nursing Home Administrators regarding counting days to respond with potential civil proceedings have been accepted for Public Comment 5-6-26 and is noted on the NHALB website and the SOS Office.

Website Update: The NHALB current website must be updated to meet federal standards as well as seeking options to improve efficiency when licenses and permits are issued by the Board. With options of hiring an outside agency as opposed to the WV Office of Technology, IT Team, motion was made by James A. Harris to begin discussion on estimated costs and a timeline for the update with the WV Office of Technology, seconded by Gregory K. Stephens. Motion carried.

Items for Discussion: FY2027 Goals will be discussed when the new ED is hired in the coming months.

The meeting was adjourned by Board Chair, Rodney L. Hannah at 12:25 p.m. with motion made by Gregory K. Stephens, seconded by Dr. Alvarez. Motion carried with the next meeting being August 20, 2026, at 10:00 a.m. located at the Health Care Association Building in South Charleston.

Respectfully submitted,

Rodney L. Hannah NHA

Rodney L. Hannah, NHA, Chair

Gregory K. Stephens

Gregory K. Stephens, NHA, Secretary