



# WV NURSING HOME ADMINISTRATORS LICENSING BOARD

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## MEETING MINUTES

May 16, 2024

11 a.m.

- (1) **Call to Order:** The meeting of the NHAL Board was called to order at 11:03 a.m. by Rodney L. Hannah, Board Chair.
- (2) **Members Present:** M. Raymond Alvarez, James A. Harris, Rhonda Quattrochi, Shannon Schultheis, Nathan Hanshew, Gregory K. Stephens, (by phone)
- (3) **Others Present:** Veronica Cummings, Executive Director
- (4) **Minutes of 2/15/24 Meeting:** The minutes of the February 15, 2024 meeting were approved with a motion being made by James A. Harris and seconded by Nathan Hanshew. Motion carried.
- (5) **Financial Statement-P-Card Purchases:** Financial statement from July 1, 2023 thru May 16, 2024, had a beginning balance of \$85,004.03 with expenditures of \$90,846.82 and deposits of \$40,450.00, leaving an account balance of \$34,607.21. Shannon Schultheis made motion to accept the financial statement with a second by Dr. Alvarez. Motion carried.
- (6) **Reciprocity Applicants:** Motion was made by Nathan Hanshew for Charles Bish to sit for the State exam, with motion seconded by James A. Harris. Motion carried.
- Andrew Jackson was approved to sit for the State exam, with motion by James A. Harris and seconded by Shannon Schultheis. Motion carried.
- Cory Krieger was approved to sit for the State exam, with a motion by Nathan Hanshew and seconded by Rhonda Quattrochi. Motion carried.
- Gregory Tinz was approved to sit for the State exam, with motion by Dr. Alvarez, and seconded by James A. Harris. Motion carried.
- (7) **Application by Exams:** Deanna Hunley was approved to sit for exams with motion being made by Dr. Alvarez and seconded by Rhonda Quattrochi, with Nathan Hanshew and Shannon Schultheis recusing themselves, and leaving the room, prior to the motion and vote. Motion carried.

- (7) (cont.) Michael Taylor was approved to sit for exams with motion being made by James A. Harris, and seconded by Shannon Schultheis. Motion carried.
- (8) **Administrative Resident (AIT):** Skylar Fortin was approved to participate in the Administrative Residency Program, (AIT), with Phillip Donnelly, NHA, Preceptor at Morgantown Health Care Center, with motion being made by Rhonda Quattrochi, and seconded by James A. Harris. Motion carried.
- (9) **SQC#4 FY2024:** An annual survey was conducted at Autumn Lake Healthcare with An exit date of 11/8/23 and received from OHFLAC, 2/1/24. 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 committee's recommendation, seconded by Shannon Schultheis. Motion carried. The NHA will be contacted of the outcome. The review committee did not vote.
- (10) **SQC#5 FY2024:** A complaint investigation survey was conducted at Seneca Trail Healthcare with an exit date of 9/28/23 and received from OHFLAC 2/1/24. Nathan Hanshew and Shannon Schultheis, recused themselves and left the room prior to the recommendation by the review committee and board vote. Upon review of the CMS Form 2657 Deficiency Report, with the plan of correction, and letter of response from the nursing home administrator, the committee did not find any violations of WV 21 CSR rules or the ACHCA Code of Ethics. James A. Harris made motion to accept the committee's recommendation, seconded by Dr. Alvarez. Motion carried. The NHA will be contacted of the outcome. The review committee did not vote.
- (11) **SQC#6 FY2024:** An annual recertification, relicensure and complaint survey was conducted at Putnam Center with an exit date of 5/10/23 and received from OHFLAC 2/1/24. The review committee did not find any violation of WV 21 CSR Rule or the ACHCA Code of Ethics with the review of the CMS Form 2657 Deficiency Report, response from the nursing home administrator, with the plan of correction; Nathan Hanshew made motion to accept the committee's recommendation, seconded by James A. Harris. Motion carried with the committee not voting. The NHA will be contacted of the outcome.
- (12) **SQC#7FY2024:** An unannounced complaint investigation survey was conducted at Glasgow Health and Rehabilitation with an exit date of 12/12/23 and received from OHFLAC 2/28/24. The review committee did not find any violation of WV 21 CSR Rule or the ACHCA Code of Ethics, upon review of the 2657 Deficiency Form, plan of correction,

**(12) cont.**

and response from the nursing home administrator. Dr. Alvarez made motion to accept the committee recommendation and seconded by Nathan Hanshew. Motion carried with the committee not voting. The NHA will be notified.

**(13) SQC#9FY2024:** A complaint investigation survey was conducted at Holbrook Healthcare Center with an exit date of 12/28/23, and received from OHFLAC 4/1/24. Nathan Hanshew and Shannon Schultheis recused themselves and left the room, prior to the committee recommendation and board vote.

Upon review of the CMS Form 2657 Deficiency Report, with the plan of correction, and response from the PIC, the committee recommended no action be taken at this time. James A. Harris made motion to follow the committee's recommendation with a second by Dr. Alvarez. Motion carried with the committee not voting. The PIC will be notified.

**(14) FY2024#3C:** A complaint was received from an employee of Mercer Healthcare Center on March 6, 2024. The complaint was against the NHA and Human Resource Director, who allegedly treated an employee unfairly.

The review committee did not feel the board had any jurisdiction concerning the HR Director. Upon review of the complaint, the facility management of Mercer Healthcare Center was investigating the occurrence. No action required at this time while under investigation. James A. Harris made motion to accept the committee recommendation, seconded by Dr. Alvarez, with Nathan Hanshew and Shannon Schultheis recusing themselves and leaving the room prior to the recommendation and board vote. Motion carried. The complainant and NHA will be notified of the board's decision.

**(15) Permits:** Emergency Permits were issued for Pocahontas Center, Ansted Center, Holbrook Healthcare Center, Wayne Healthcare Center, Crestview Manor and Salem Center. It was noted that there would be no permit renewal for Holbrook Healthcare Center.

**(16) Items for**

**Discussion:** Governor Jim Justice signed the bill for fee increases, effective July 1, 2024. Fee increases were for license renewals, permits and inactive license status. No fee increases were for AIT applications or original license applications.

The P-Card inspection by the Purchasing Division, reported there were no purchasing violations found according to WV Code. The report was received April 23, 2024.

**(16) cont.** It has been noted, Katherine Campbell, Asst. Attorney General, is now representing the NHALB, effective May 6, 2024.

Adjournment: With no further business, Rodney L. Hannah adjourned the meeting at 1:15 p.m. with a motion by James A. Harris and seconded by Rhonda Quattrochi. Motion carried.

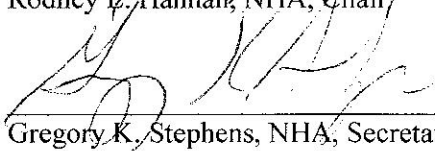
The next meeting is scheduled for August 22, 2024, at 11:00 a.m., within the Blessed John Pastoral Center.

Respectfully submitted,



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Rodney L. Hannah, NHA, Chair



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Gregory K. Stephens, NHA, Secretary