



WV NURSING HOME ADMINISTRATORS LICENSING BOARD

P.O. BOX 522
WINFIELD, WEST VIRGINIA 25213
PHONE (304) 586-4070
FAX (304) 586-4079

MEETING MINUTES

February 23, 2023

10 a.m.

Virtual Meeting

- (1) Call to Order:** The meeting of the NHAL Board was called to order at 10:15 a.m. by Rodney L. Hannah, Board Chair.
- (2) Members Present:** M. Raymond Alvarez, James A. Harris, Rhonda Quattrochi, Gregory K. Stephens, Shannon Schultheis, Nathan Hanshew
- (3) Others Present:** Veronica Cummings, Executive Director
- (4) Welcome:** Board Chair, Rodney Hannah, welcomed newly appointed member of the Board, Nathan Hanshew, replacing Denise Campbell on February 10, 2023 by Governor Justice.
- (5) Board Secretary:** The Secretary vacancy was noted due to Denise Campbell not being reappointed. Shannon Schultheis nominated Gregory K. Stephens as Secretary with a second by James A. Harris. Closed by acclamation.
- (6) Minutes of 11/2/22 Meeting:** The minutes of the November 2, 2022 meeting were approved with a motion being made by James A. Harris and seconded by Gregory K. Stephens. Motion carried.
- (7) Financial Statement/
P-Card Purchases:** Financial statement from July 1, 2022 thru February 23, 2023, had a beginning balance of \$95,837.74 with expenditures of \$59,068.20 and deposits of \$19,750.00, leaving an account balance of \$56,519.54. James A. Harris made motion to accept the financial statement with a second by Gregory K. Stephens. Motion carried.
- (8) Application by Exam:** Motion was made by Gregory K. Stephens that Stephanie Hilling be approved to sit for exams with a second by Shannon Schultheis. Motion carried with M. Raymond Alvarez leaving the room prior to the review of application and vote.

Katrina Kappen was approved to sit for exams with a motion by James A. Harris, adding to discussion pertaining to the Board's position on college requirements, seconded by Nathan Hanshew. Motion carried.

(8) cont.

Andrea McKinney was approved to sit for exams with motion being made by James A. Harris and seconded by Shannon Schultheis. Motion carried.

With a motion by Gregory K. Stephens, it was recommended Jaclyn Ketter obtain 500 hours as an AIT, with her previous experience being considered as part of the motion. The motion was seconded by James A. Harris, with motion being carried.

Jennifer Smith was approved to sit for exams with motion being made by James A. Harris and seconded by Nathan Hanshew. Motion carried.

(9) Reciprocity Applicants: Motion was made by Shannon Schultheis to approve Hannah Sayre for license by reciprocity, seconded by Rhonda Quattrochi. Motion carried.

(10) AIT Applicants:

With M. Raymond Alvarez leaving the room, Gregory K. Stephens made a recommendation that Shala Curry be approved as an AIT through Fairmont State University for 500 hrs. Eric Eberhart, NHA at Genesis Pierpont Center, Fairmont, WV, serving as her preceptor. Nathan Hanshew seconded the motion. Motion carried. Dr. Alvarez returned to the room.

Braiden Powell was approved to serve as an AIT for 1000 hrs. with Jennifer Jeffrey, NHA, Preceptor, at Genesis Teays Valley Center; with James A. Harris making motion and seconded by Gregory K. Stephens. Motion carried.

(11) Extension to Test:

Erica Buford made a request for an extension to take the NAB Exam with James A. Harris making a motion to approve for a 3-month extension, seconded by Gregory K. Stephens. Motion carried.

Jonathan Crow made a request for an extension to take the NAB Exam with Shannon Schultheis making a motion to approve for a 3-month extension, seconded by Nathan Hanshew. Motion carried.

(12) SQC:

SQC FY2023 #1 - A notice of substandard quality of care deficiencies were received from OHFLAC on October 27, 2022, for Pine View Nursing & Rehabilitation, Wayne Nicholson, NHA.

The scope and severity level was F-no actual harm with potential for causing more than minimal harm that is not an immediate jeopardy. Upon review of the CMS Form 2657 deficiency report, the plan of correction, and response from the nursing home administrator, there was no violation recommended by the Review Committee of the WV 21 CSR rules or the ACHCA Code of Ethics. With a motion made by James A. Harris and seconded by M. Raymond Alvarez, motion carried. The Review Committee's recommendation was accepted, with the Review Committee not voting. Mr. Nicholson, NHA, will be notified by letter.

SQC FY2023 #2 – A notice of substandard quality of care deficiencies were received from OHFLAC on October 27, 2022, for The Madison, Jo Peterson, NHA.

The scope and severity level was F600-Abuse and Neglect, severity level J-immediate jeopardy, isolated. Upon review of the CMS Form 2657 deficiency report, the plan of correction and the response from the nursing home administrator, there was no violation recommended by the Review Committee of the WV 21 CSR rules or the ACHCA Code of Ethics at this time. With motion being made by James A. Harris to accept the Review Committee's recommendation, seconded by Gregory K. Stephens. Motion carried with the Review Committee not voting. Ms. Peterson will be notified by letter.

(13) Complaint:

FY2023 #1C- Notification was received from BELTSS, the Ohio Licensing Board, concerning an AIT at the Orchards in Chester, WV, serving as assistant administrator of The Orchards of East Liverpool, Ohio.

Upon careful review of the response letters from Matthew Murray, NHA and VP of Operations at The Orchards, also being the preceptor to the AIT, with both having asserted that Mr. Barnett, AIT, was not working in the capacity as assistant administrator. Mr. Barnett, AIT, was performing maintenance activities, culinary and human resource tasks to fulfill his full-time employment hours. Hours served in Ohio were kept separate as can be shown for the position of AIT exclusively at The Orchards in Chester, WV.

(13) cont.

With this assurance and verification, the Review Committee found no violation of the WV 21 CSR rule for AIT's.

With motion being made by Gregory K. Stephens and seconded by Shannon Schultheis, to accept the Review Committees recommendation, with the Review Committee not voting, motion carried. Mr. Murray and Mr. Barnett will be notified of the determination.

**(14) Emergency
Permits Issued:**

Emergency permits were issued for Shenandoah Center, Charles Town, Logan Center, Logan, Ravenswood Village, Ravenswood, and Genesis Care Haven, Martinsburg.

(15) CEU's:

Discussion to provide 6.5 CEU hours for members of the Board when attending the required Annual Auditor's Meeting for Chapter 30 Boards, with a motion by James A. Harris, seconded by Gregory Stephens. Motion carried.

**(16) Item for
Discussion:**

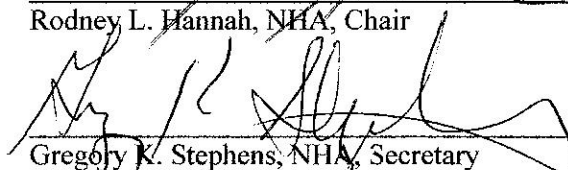
NAB dues increasing \$500 from \$1,500 to \$2,000 effective FY2024. With the need to increase some fees, the process will begin to file for an amendment to WV 21 CSR rule for the 2024 Legislative session. Motion was made by James A. Harris and seconded by M. Raymond Alvarez. Motion carried.

Adjournment: With no further business, Rodney L. Hannah adjourned the meeting at 11:50 p.m. with motion by Gregory K. Stephens, seconded by M. Raymond Alvarez. Motion carried.

The next meeting is scheduled for May 18, 2023, 11:00 a.m., at the John XXIII Pastoral Center.

Respectfully submitted,


Rodney L. Hannah, NHA, Chair


Gregory K. Stephens, NHA, Secretary