



Wes Moore, Governor · Aruna Miller, Lt. Governor · Meena Seshamani, M.D., Ph.D., Secretary

**STATE BOARD OF LONG-TERM CARE ADMINISTRATORS
481st BOARD MEETING (Virtual)
WEDNESDAY, NOVEMBER 12, 2025
9:30 a.m.**

OPEN SESSION MEETING MINUTES

Call to Order and Roll Call

The Maryland State Board of Long-Term Care Administrators 481st Board meeting, held virtually, was called to order and convened at 9:34 a.m. on Wednesday, November 12, 2025, by Michelle Rosenheim, Board Chair, who took the board member roll call and confirmed a quorum was present for the meeting.

Members Present (12)

Karyna Balbuena, Seat: Assisted Living Manager
John Beyer, Seat: Geriatric Social Worker
Raeann Butler, LNHA; Seat: Nursing Home Administrator - Eden Alternative
Crystal DeBerry, Seat: Assisted Living Manager
Denise Hayman, Seat: Consumer
Dr. Lisa Hugh, Seat: Related Health Professional
Kadine Mitchell, Seat: Assisted Living Manager
Michelle Rosenheim, Seat: Nursing Home Administrator, Board Chair
Nicole Scherr, Seat: Nursing Home Administrator
Angela Soul, Seat: Assisted Living Manager*
Dr. Nader Tavakoli-Jalili, Seat: Geriatric Physician
Edward Walter, Seat: Nursing Home Administrator

**Introduced as a new member of the Board*

Members Absent (5)

Dr. Taylor Lanham, Seat: Related Health Professional
Andre Moshenberg, Seat: Nursing Home Administrator (*Unable to join due to technical difficulties*)
Heather Reed, Seat: Ex-officio Member Representing OHCQ (*Declined meeting invite*)
Earl Runde, Seat: Consumer (*Unable to join due to technical difficulties; able to join non-public session*)
Erica Sanchez, Seat: Assisted Living Manager

Board Staff Present

Linda Burrell-Warr, Executive Director
Philip Thomas, Licensing Manager
Danasha Dunmore, Licensing Specialist
David Wagner, Esq., Board Counsel

Order of Business

Approval of the Agenda

The agenda for the Open Session of the 481st Board Meeting was approved as submitted.

Recognition of Visitors

Zakiyyah Holmes,

Approval of Minutes

The Open Session Minutes for the 480th Board Meeting held virtually on Wednesday, October 8, 2025, were approved as submitted.

Board Chair's Report

Ms. Michelle Rosenheim stated that the next board meeting will be held virtually on **Wednesday, December 10, 2025, at 9:30 a.m.**

Executive Director's Report

The Executive Director, Ms. Burrell-Warr, provided the following updates on Board operations:

- The Board's current licensing data as of November 10, 2025:
 - Active Licensed Nursing Home Administrators - 490
 - Inactive Licensed Nursing Home Administrators - 27
 - Non-renewed Licensed Nursing Home Administrators - 505
 - Candidates currently in active Administrator-In-Training (AIT) programs - 33
- The 2026 meeting dates for the Credentials Committee will be reviewed at their next meeting scheduled for November 18, 2025, and will be subsequently posted on the Board's website.
- The report to the General Assembly on the Board's preparedness to license and regulate Assisted Living Managers (ALMs) was submitted to the legislative committee. Copies are being provided to Legislative Services and the legislative library. The report addresses six areas of concern related to readiness for ALM licensure by July 1, 2026. Key updates include:
 - The date for accepting ALM licensure applications has been moved from March 1, 2026, to April 1, 2026.
 - The final of the five Board seats designated for Assisted Living Managers has been filled.
 - Due to the State's current hiring freeze, the Board is unable at this time to hire two additional staff members; however, existing licensing operations and functions continue to be maintained.
 - Work continues on the business rules and requirements for the online application portal, which were previously expected to be submitted to the Board's IT unit by November 1, 2025, are now anticipated to be submitted by mid-November.
 - Information on the status of the regulations and pathway to Assisted Living Manager (ALM) licensure will be posted on the Board's website and communicated to assisted living

managers in January 2026.

- The draft proposed regulations, 10.33.01 through 10.33.08, are currently posted in the Maryland Register for public comment. The comment period ends on November 17th.

Meeting Adjournment

A motion was introduced by Ms. Rosenheim, Board Chair, to adjourn the Open board meeting; motion seconded and carried. The meeting was adjourned at 9:54 a.m.

Minutes Approved by the Board on December 10, 2025

Board Chair: Michelle Rosenheim

Executive Director: Linda Burrell-Warr