



DEPARTMENT OF HEALTH

Wes Moore, Governor · Aruna Miller, Lt. Governor · Laura Herrera Scott, M.D., M.P.H., Secretary

**STATE BOARD OF LONG-TERM CARE ADMINISTRATORS
474th BOARD MEETING (Virtual)
WEDNESDAY, DECEMBER 11, 2024
9:30 a.m.**

OPEN SESSION MEETING MINUTES

Call to Order and Roll Call

The Maryland State Board of Long-Term Care Administrators 474th Board meeting, held virtually, was called to order and convened at 9:33 a.m. on Wednesday, December 11, 2024 by Ms. Michelle Rosenheim, Board Member and Disciplinary Committee Chair, who took the board member roll call and confirmed a quorum was present for the meeting.

Members Present (13)

John Beyer, LCSW-C; Seat: Geriatric Social Worker
Crystal DeBerry, ALM, CM/DM; Seat: Assisted Living Manager
Dr. Taylor Lanham, PharmD; Seat: Related Health Professional*
Kimberly Malin, RN, MSN; Seat: Related Health Professional
Kadine Mitchell, LNHA; Seat: Assisted Living Manager
Andre Moshenberg, LNHA; Seat: Nursing Home Administrator
Heather Reed, Deputy Director, LTC OHCQ; Seat: Ex Officio
Michelle Rosenheim, LNHA; Seat: Nursing Home Administrator
Earl Runde, M.A., M.P.A.; Seat: Consumer
Erica Sanchez, Seat: Assisted Living Manager*
Nicole Scherr, LNHA; Seat: Nursing Home Administrator*
Dr. Nader Tavakoli-Jalili, M.D.; Seat: Geriatric Physician
Michael Willis, LNHA; Seat: Nursing Home Administrator; Vice Chair

**Introduced as a new member of the board and asked to identify their board seat.*

Members Absent (3)

Kelly Freidman, LNHA, Nursing Home Administrator - Eden Alternative; Board Chair
Denise Hayman, PhD; Seat: Consumer
Michael Willis, LNHA; Seat: Nursing Home Administrator; Vice Chair

Board Staff Present

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

Order Of Business

Approval of the Agenda

The agenda was accepted as submitted.

Recognition of Visitors

Zakiyya Holmes, Administrator, MDH Boards and Commissions

Approval of Minutes

- The Open Session Minutes for the 473rd Board Meeting held virtually on Wednesday, November 13, 2024 were approved.

Board Chair's Report

Ms. Michelle Rosenheim stated that the next board meeting will be held in-person on **Wednesday, February 12, 2025 at 10:00 a.m.**

Licensing Coordinator's Report

The licensing assistant, Ms. Dunmore, reported the following licensing data as of November 12, 2024:

- 477 Active LNHAs
- 35 Inactive LNHAs
- 478 Non-renewed (lapsed) LNHAs
- 20 Candidates are currently in active AIT program

Executive Director's Report

The Executive Director, Ms. Burrell-Warr, reported the following information:

- A new full-time office secretary II/licensing assistant has been hired and will be starting on December 26, 2024. The employee will serve as our customer service liaison and the primary point of contact for applicant and licensee inquiries; responsible for logging in complaint form submissions; and assisting with our efforts to scan all applicant and licensee files and and other office documents.
- Interviews began this week and will continue through next week to fill a full-time Administrator I merit position.
- The 2025 board meeting dates have been posted on the home page of the board's website.
- The credential committee meeting dates for 2025 have also been posted and the credentials committee members agreed with changing an Administrator-In-Training's (AIT) Program begin date from starting the day after a committee meeting to the first Monday a committee meeting date. The additional time will allow for the board office to receive signed agreements and issue and send out approval letters.
- The Board currently has one vacant seat for an Assisted Living Manager and efforts are being made by the Governor's Appointment Office (GAO) to replace two currently held board seats, which have exceeded their term, with a related health professional and a NHA.

- The terms for two board members, Deb Buckalew and Patricia Cash, ended and they each served on the Credentials Committee. We have two openings to fill. The Credentials Committee generally meets the first Tuesday of every month.

Current Committee Members:

Michael Willis - board seat: LNHA
Kadine Mitchell, LNHA - board seat: ALM

- The Legislative Committee does not have regular scheduled meetings at this time, but will be active when the 2025 Legislative Session begins next month. During this period of time, the committee will be responsible for providing the Board's positions on bills that may be relevant to our specific Board or all Health Occupation Boards and Commissions.

Current Committee Members:

Dr. Nader-Jalili - board seat: Geriatrics Physician
Andre Moshenberg - board seat: LNHA
Crystal DeBerry - board seat: ALM
Denise Hayman - board seat: Consumer

- 2025 Legislative Session Information is scheduled from January 8 - April 7, 2025

Positions that the Board can take on a bill:

- No position: This is the most common position and it's neutral. No paper needed.
- Support: This can be done in a letter (no in-person testimony necessary)
- Support with suggested amendments (SWA)
- Oppose: This can include either: a letter of opposition or submission of an opposition position paper, whereby in-person or virtual testimony would be needed at the hearing.
- Provide a letter of information - Making the committee aware of certain pertinent facts. This is usually a neutral position.

The legislative and regulations coordinator, Lillian Reese, reminded the Board that a motion to delegate authority to the Board's legislative committee to make decisions on bills since things move very fast during session. A motion was introduced to delegate authority to the committee; the motion seconded and carried.

- The National Association of Boards of Long Term Care Administrators (NAB) held its 2024 Mid-Year Meeting in Savannah, Georgia from November 13 - 15.

The following Strategic goals were presented and discussed at the meeting:

- Increase diverse representation and participation of governing member boards and volunteers within NAB.
- Achieve adoption of the Health Service Executive (HSE™) standard by all member jurisdictions. Goal of 40 states by 2026 and all states by 2030. To date 29 member jurisdictions have adopted the HSE standard.
- Initiate NAB's Professional Practice Analysis (PPA) to identify current roles, responsibilities, and required skills of those entering the senior living and health services profession.

- Assure compliance, integrity, and quality of NAB Programs (e.g., exams, CE, accreditation, HSE).
- Advance, maintain, and rebrand NAB tools and resources to reflect the current profession to include the Preceptor and AIT Handbook.
- Develop appropriate qualification standards for Assisted Living and Home and Community Based Services Leaders.

NAB's Annual Meeting will be held in Seattle, Washington from June 11-13, 2025

Meeting Adjournment

Motion introduced by Ms. Michelle Rosenheim, board member and acting board chair, to adjourn the meeting; motion seconded and carried. The meeting was adjourned at 9:54 a.m.


Executive Director


Board Chair