

Maryland Department of Health
STATE BOARD OF EXAMINERS OF NURSING HOME ADMINISTRATORS

SEPTEMBER 14, 2021
BOARD MEETING MINUTES

The 445th Board Meeting was convened at 9:32 a.m. at 4201 Patterson Avenue, Baltimore, MD 21215 in Room 110 on Tuesday, September 14, 2021.

Members Present

1. Felicia Anthony, Chair
2. Patricia Cash
3. Kelly Freidman
4. Joyce Fritsch
5. Andrea Lev
6. Heather Reed
7. Michelle Rosenheim
8. Earl Runde
9. Nader Tavakoli-Jalili
10. Michael Willis

Representatives of the State

1. Ciara J. Lee
Executive Director
2. David Wagner, Esq., Board Counsel
Assistant Attorney General
3. Lillian Reese
Legislative Coordinator

Visitors

1. Kimberly Link, MDH Liaison to Health
Occupations Boards and Commissions

ORDER OF BUSINESS

Approval of the Agenda

The agenda was accepted as submitted.

Approval of Minutes

The minutes of the 444th Board Meeting, held on Wednesday, June 9, 2021, were approved as submitted.

Chair's Report

New Board Members – Greeting & Acknowledgement: Board Chair Anthony initiated a brief welcome and introduction session for all Board personnel in attendance. Each Board Member and Board Staff member was directed to state their name, position held on the Board, and experience.

Board Chair Anthony stated that the next meeting will be held on Wednesday, October 13, 2021 at 9:30 a.m. in Room 110.

Review of BENHA Committees – Purpose & Commitments: Board Chair Anthony announced that volunteers are being sought to fill BENHA committee vacancies. Two handouts were disseminated to each Board Member for review and reference. One handout indicated the description and scope requirements of each Board sub-committee, while the other illustrated the identified vacancies and required Board positions within each sub-committee. Board Chair Anthony emphasized the importance of active Board Member participation and directed all Board Members who are interested in volunteering to notify her by email. Board Chair Anthony will consult with the Committee Chairs for feedback regarding assignments.

Thank You to Prospective Committee Members: Board Chair Anthony expressed her gratitude for those who have dedicated their time to be on the Board and for those who are considering participation on a sub-committee.

Office Report

Ms. Lee gave the following report:

For Fiscal Year 2021 (7/1/2020 – 6/30/2021)

30 Original Licenses were issued
205 Licenses were renewed
5 Licenses went into inactive status
0 Licenses were reactivated
4 Licenses were reinstated
22 AIT applications were processed
20 Endorsement applications were processed

For the month of June:

3 Original Licenses were issued
21 Licenses were renewed
1 AIT application was processed

As of September 14, 2021 there are currently:

503 active LNHA's
8 inactive LNHA's
388 non-renewed (lapsed) LNHA's
20 candidates are currently in active AIT programs

Credentials Committee Update

During the July 6, 2021 Credentials Committee Meeting, the Committee voted to approve the following:

1 new 12-month AIT programs
1 program with a new preceptor

For the month of July:

6 Original Licenses were issued
18 Licenses were renewed
4 AIT applications were processed
3 Endorsement applications were processed

For the month of August:

3 Original Licenses were issued
18 Licenses were renewed
4 AIT applications were processed
1 Endorsement application was processed

During the August 3, 2021 Credentials Committee Meeting, the Committee voted to approve the following:

- 1 new 10-month AIT program
- 1 new 12-month AIT program
- 1 program with a new preceptor

During the September 8, 2021 Credentials Committee Meeting, the Committee voted to approve the following:

- 4 new 12-month AIT programs
- 2 AIT final reviews for licensure
- 1 reinstatement application
- 2 endorsement applications

New Board Member Orientation (virtual)

Ms. Lee announced that the annual New Board Member Orientation has been revamped and is now being offered virtually to newly appointed Board Members, or those who may need a refresher. Topics such as the role and responsibilities of Board members, State ethics law, the legislative and regulatory process, and disciplinary procedures will be presented. This year's orientation will consist of two virtual sessions, on the following dates:

- Friday, October 1, 2021, 12:00 p.m. – 1:30 p.m.
- Friday, October 22, 2021, 12:00 p.m. – 1:30 p.m.

Each session will cover different topics. An agenda with the meeting link will be sent to your MDH email account before each session. Both sessions will be recorded and available for those unable to attend the live presentations. Please RSVP to Ms. Kimberly Link, Liaison to Health Occupation Boards and Commissions, *by September 20, 2021*. You may reach her by phone at (410) 979-8722 or by email at Kimberly.Link@maryland.gov.

Ms. Lee directed all Board Members to check their MDH email accounts on a regularly, preferably on a daily basis. There many update messages that are distributed frequently to Board Members by email, which contain pertinent information for all Board Members that may require immediate attention or prompt response.

Fiscal Year 2021 Budget Report

Ms. Lee went over the handout of the allocations and expenditures for the previous fiscal year.

Ms. Friedman asked for clarification on the fiscal year's mileage reimbursement rate. Ms. Lee will verify the correct mileage reimbursement rate for fiscal year 2022 and notify all Board Members.

Meeting Adjournment

A motion was made to adjourn the meeting. It was seconded and unanimously carried. The meeting was adjourned at 9:53 a.m.



Executive Director



Board Chair