

Maryland Department of Health
STATE BOARD OF LONG-TERM CARE ADMINISTRATORS

APRIL 19, 2023
BOARD MEETING MINUTES

The 459th Board Meeting was convened at 9:36 a.m. at 4201 Patterson Avenue, Baltimore, MD 21215 in Room 106 on Wednesday, April 19, 2023.

Members Present

1. John Beyer
2. Debra Buckalew
3. Patricia Cash
4. Stevanne Ellis
5. Kelly Friedman, Board Chair
6. Kimberly Malin
7. Heather Reed
8. Earl Runde
9. Nader Tavakoli-Jalili (phone)
10. Michael Willis, Vice Chair

Representatives of the State

1. Ciara J. Lee
Executive Director
2. Kellie C. Smith
Deputy Director/Licensing Coordinator
3. David Wagner, Esq., Board Counsel
Assistant Attorney General

ORDER OF BUSINESS

Approval of the Agenda

The agenda was accepted as submitted.

Approval of Minutes

The minutes of the 458th Board Meeting, held on Wednesday March 15, 2023 were approved as submitted.

Chair's Report

Board Chair Friedman stated that the next meeting will be held on Wednesday May 10, 2023 at 9:30 a.m. in Room 110.

Office Report

Ms. Lee gave the following report:

For the month of March:

- 3 Original licenses were issued
- 13 licenses were renewed
- 6 AIT application was processed
- 4 Endorsement applications were processed
- 1 Inactive status applications were processed

As of April 19, 2023, there are currently:

489 active LNHA's
24 inactive LNHA's
431 non-renewed (lapsed) LNHA's
21 candidates are currently in active AIT programs

Credentials Committee Update

During the April 11, 2023 Ad Hoc Credentials Committee Meeting, the Committee voted to approve the following:

1 new 12-month AIT program
2 endorsement applications

Financial Disclosures – Due by April 30, 2023

Ms. Lee reminded Board Members that their Board Members' 2022 Financial Disclosure (Form 2) are due by April 30, 2023. Board Members must submit the form at <https://efds.ethics.maryland.gov> and must contact the Ethics Commission Office at 410-260-7770 if assistance is needed. Ms. Lee will send another reminder to Board Members via email as soon as possible.

Designation Authorization Memorandum

Ms. Lee provided a memorandum addendum to COMAR 10.33.01.05A, which indicates that Board Chair Friedman is designating Ms. Lee to be the signer of official documents of the Board (AIT Program Approval Letters, AIT Program Resumption Approval Letters, License Verification Letters and Forms, and Preceptor Certifications).

New Online OHCQ License Notifications

On April 10, 2023, Ms. Heather Reed contacted Ms. Lee to discuss OHCQ's plans to implement a new, online process for LNHA to submit license change notifications. During the Board Meeting, Ms. Reed also provided a brief description of OHCQ's proposed change notification process and will keep the Board updated.

Legislative Updates

Ms. Patricia Cash, Legislative Committee Chair, provided an overview and status of the legislative bills that were relevant to BLTCA. The information was provided from the 2023 End of Session Report, drafted by Lillian Reese, Legislative and Regulation Coordinator.

- ***HB 196 Health Occupations - Service Members, Veterans, and Military Spouses - Temporary Licensure, Certification, Registration, and Permitting*** - STATUS: Did not get voted out of the House HGO Committee.
- ***HB 214/SB 281 Commission on Public Health – Establishment*** - STATUS: The HB passed with amendments. The SB did not get voted out of the Senate Finance Committee. To be effective 10/1/23.
- ***HB 454/SB 187 Health Occupations - Licenses, Certificates, and Registrations - Lawful Presence and Identification Numbers*** - STATUS: The HB and SB passed with amendments. To be effective 10/1/23.
- ***HB 774/SB 665 Assisted Living Programs - Unlicensed Programs - Resident Abuse, Exploitation, and Neglect (The Senator Delores Kelley Residents of Unlicensed Programs Protection Act)*** - STATUS: The HB and SB passed with amendments. To be effective 10/1/23.

- **HB 786/SB 648 Electronic Health Networks and Electronic Medical Records - Nursing Homes - Release of Records** - STATUS: The SB passed with amendments. The HB passed, but did not get voted out of the Senate. To be effective 7/1/23.
- **HB 906 Occupational Licensing and Certification - Criminal History - Prohibited Disclosures and Predetermination Review Process** - STATUS: The HB did not get voted out of the House HGO Committee.
- **SB 78 Health Occupations - Service Members, Veterans, and Military Spouses - Temporary Licensure, Certification, Registration, and Permitting** - STATUS: Did not get voted out of the Senate Finance Committee.

Move to Closed Session

A motion was made to move to Closed Session. It was seconded and carried.

Closed Session Statement

Board Chair Friedman provided the following Closed Session Statement: "Pursuant to Section, 3-305 of the Maryland General Provisions Article, by majority vote to close its meeting on April 19, 2023 at 9:59 a.m. at 4201 Patterson Avenue, Conference Room #106, Baltimore, MD 21215, for the purpose of complying with Section 3-305(b) (7) (13) of the General Provisions Article, Section 1-401 of the Health Occupations Article, and COMAR 10.33.01.16C(1) which prevent the public disclosure of particular proceedings and discussions the Board goes into Closed Session."

Return to Open Session

The Board Meeting was reconvened at 10:19 a.m. at 4201 Patterson Avenue, Conference Room #106, Baltimore, MD 21215 on April 19, 2023. The Board returned to Open Session from Closed Session, where the Board ruled on one provisional license application and discussed one surrender of license request.

Meeting Adjournment

A motion was made to adjourn the meeting. It was seconded and carried. The meeting was adjourned at 10:19 a.m.



Executive Director



Board Chair