

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

MAY 10, 2023
BOARD MEETING MINUTES

The 460th Board Meeting was convened at 9:36 a.m. at 4201 Patterson Avenue, Baltimore, MD 21215 in Room 110 on Wednesday, May 10, 2023.

Members Present

1. John Beyer
2. Patricia Cash
3. Kelly Friedman, Board Chair
4. Kimberly Malin
5. Andre Moshenberg
6. Heather Reed
7. Michelle Rosenheim
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
4. Troy Pumphrey, Lead
Health Occupations Investigator
5. Clarine Henderson, Health Occupations
Investigator

ORDER OF BUSINESS

Approval of the Agenda

The agenda was accepted as submitted.

Approval of Minutes

The minutes of the 459th Board Meeting, held on Wednesday April 19, 2023 were approved as submitted.

Chair's Report

Board Chair Friedman stated that the next meeting will be held on Wednesday June 14, 2023 at 9:30 a.m. in Room 110.

Office Report

Ms. Lee gave the following report:

For the month of April:

- 4 Original licenses were issued
- 18 licenses were renewed
- 2 AIT application was processed
- 4 Endorsement applications were processed
- 1 Inactive status applications were processed

As of May 10, 2023, there are currently:

491 active LNHA's
25 inactive LNHA's
431 non-renewed (lapsed) LNHA's
26 candidates are currently in active AIT programs

Credentials Committee Update

During the April 4, 2023 Credentials Committee Meeting, the Committee voted to approve the following:

1 new 8-month AIT program
1 new 9-month AIT program
2 new 12-month AIT programs
1 12-month AIT program resumption
1 new 10-month AIT program
1 new endorsement application
2 endorsement applications ready for licensure

During the May 2, 2023 Credentials Committee Meeting, the Committee voted to approve the following:

2 new 12-month AIT programs
1 endorsement application ready for licensure

Application Portal for Board Appointments Now Open – May 1, 2023

The online applications for Board Appointment seats that do not require Senate confirmation opened on May 1, 2023. Applicants for seats that require Senate confirmation will not be able to access the application until the Fall. Our Board has 6 Board Member vacancies ---5 Assisted Living Manager seats and 1 Consumer Member seat (Senate confirmation required). Ms. Lee will be reaching out to the Governor Appointments Office to obtain further information regarding the appointment process and sending an email notification to Board Members and licensees by the end of the week.

Follow-Up: AIT Site Visits – Virtual or On-Site?

During the February Board Meeting, the Board made a motion to review State and federal COVID-19 guidance and protocols in May 2023 and return to in-person AIT Site Visits, if allowable. After discussion, a motion was made to commence on-site AIT Site Visits effective June 1, 2023. It was seconded and carried.

AIT Credit for Prior Experience Requests

Ms. Lee notified the Board that the Credentials Committee is seeing an increase in AIT candidates requesting for credit after their scheduled Credentials Committee Meetings. This is causing the Credentials Committee to deliberate after meetings, delaying their determinations regarding the length of AIT proposed AIT programs. Ms. Lee asked that the Board consider allowing the Board Office to add an amendment to the AIT application stating, "*Applicants who are requesting for Credit for Prior Experience must provide an official request letter to the Board Office, accompanied with their AIT application packet.*" A motion was made to add the referenced amended statement to the AIT Application. It was seconded and carried.

Legislative Updates

Ms. Lee announced to the Board that if they wish to submit any legislation for the 2024 Legislative Session, concept papers are due to the Maryland Department of Health on Friday June 2, 2023. While discussing, Board Members did express that they were interested in proposing a statute to implement a 30-day grace period

extension to licensees' expiration dates. Ms. Lee will coordinate a meeting date for the Legislative Committee to discuss further.

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 May 10, 2023 at 9:52 a.m. at 4201 Patterson Avenue, Conference Room #110, 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 9:59 a.m. at 4201 Patterson Avenue, Conference Room #110, Baltimore, MD 21215 on May 10, 2023. The Board returned to Open Session from Closed Session, where the Board voted to send a complaint to the Office of Health Care Quality (OHCQ).

Meeting Adjournment

A motion was made to adjourn the meeting. It was seconded and carried. The meeting was adjourned at 10:01 a.m.



Executive Director



Board Chair