

**MARYLAND DEPARTMENT OF HEALTH
STATE BOARD OF 000 OF NURSING HOME ADMINISTRATORS**

**SEPTEMBER 12, 2018
BOARD MEETING MINUTES**

The 422nd Board Meeting was convened at 9:37 a.m. at 4201 Patterson Avenue, Baltimore, MD on Wednesday, September 12, 2018.

Members Present

1. Felicia Anthony, Chair
2. Thomas Edmondson, Vice-Chair
3. Debra Buckalew
4. Patricia Cash
5. Stevanne Ellis
6. Kelly Smith Friedman
7. Jennifer Goldsborough
8. Margie Heald
9. Charell McKenzie
10. Phillip Pawlukovich
11. Roy Savoie
12. Calvin Vain

Representatives of the State

1. Ronda Butler Washington
Executive Director
2. Andrea Hill
Licensing Coordinator
3. David Wagner, Esq., Board Counsel
Assistant Attorney General
4. Lillian Reese
Legislative & Regulations Coordinator

Visitors

1. Kimberly C. Lang, PhD
MDH

ORDER OF BUSINESS

Approval of the Agenda

Board Chair Anthony added, as letter (c) Update on September 4, 2018 meeting with Secretary Neall.

Approval of Minutes

The minutes of the June 28, 2018 Board Meeting were approved as submitted.

Chair's Report

- a. Board Chair Anthony stated the next Board meeting will be held Wednesday, October 10, 2018 at 9:30 a.m.
- b. Board Chair Anthony gave an update on an outreach opportunity with the professional associations that submit nominations for prospective Board members; she and Ms. Washington sent letters reaching out to the associations. LifeSpan responded and Ms. Anthony and Ms. Washington will be attending that organization's board meeting on September 17, 2018. Leading Age never responded, and HFAM cancelled their attendance at our board meeting at the last minute. Ms. Washington stated that the purpose of herself and our Board Chair meeting with the boards of these associations is to get feedback from them and to broaden our visibility within the long term care community in our state.
- c. Board Chair Anthony provided a briefing on the September 4, 2018 meeting of Board Chairs and Executive Directors with MDH Secretary Robert Neall. She noted that this was a very good meeting with a great turnout. AAG Deb Donahue gave an overview of the Open Meetings Act and Mike Lord, Executive Director of the State Ethics Commission, spoke about ethics law, conflicts of interest and financial disclosures. Herb Jordan, MDH Enterprise CIO, updated everyone on the possibility of the Boards going with a new licensure system. Ms. Washington stated that this may not affect our Board because of the size and cost.

Office Report

Ms. Washington provided the following office report:

For Fiscal Year 2018 (7/1/2017 – 6/30/2018):

18 Original license was issued
228 Licenses were renewed
12 Licenses went into inactive status
3 Licenses was reactivated
18 AIT applications were processed

For the month of July

2 Original licenses were issued
17 Licenses were renewed
1 License was reinstated

For the month of August

4 Original licenses were issued
17 Licenses were renewed
1 License was reinstated
1 License was reactivated
2 Licenses went into inactive status
5 AIT applications were processed

As of September 12, 2018 there are currently:

519 active LNHA's
26 inactive LNHA's
267 non-renewed (lapsed) LNHA's
18 candidates are currently in active AIT programs

Credentials Committee Update

During the September 5, 2018 Credentials Committee Meeting, the following things were accomplished:

The Committee conducted interviews and reviews and approved

1. One new 8-month AIT program
2. Four new 12-month AIT programs
3. Two changes of preceptor
4. New licenses for four AIT's who have completed their programs and all additional requirements.
5. Three reinstatement applications.
6. Four endorsement applications.

Hiring Contractual Health Occupations Investigator

Due to the continued rise in the raw number as well as the complexity of the Board's disciplinary cases, the Executive Director requested and has received approval from the CFO of MDH to hire an investigator to assist the Board's current investigator, Danielle Vallone, whose services are shared with six other boards. The initial structure of the position will be .5 FTE, shared between all 7 boards, with the hope of a permanent full time position in Fiscal Year 2020. Initial paperwork has been submitted to MDH Human Resources. The position will be filled as soon as possible.

Fiscal Year 2018 Budget Report

Ms. Washington went over the budget for FY 2018.

Legislative Committee Update

Board Chair Anthony explained to the Board the amendment the Legislative Committee would like to be considered that would allow the Board to determine, on a case by case basis, the

amount of time that a provisional license can be in effect, thereby changing the existing 90-day period of time provisional licenses are effective. The Board decided that the Legislative Committee would revisit this amendment and draft language and bring it back before the Board at a later time.

The Board unanimously voted to move forward with the following regulation changes:

10.33.01.13 – (8) The preceptor may or may not be the administrator of record of the facility in which the training is to take place, but the receptor may not be the administrator of record of a facility other than the one designated for training. *Immediately prior to beginning the AIT program, the preceptor shall have had a minimum of 30 days of oversight in that facility.*

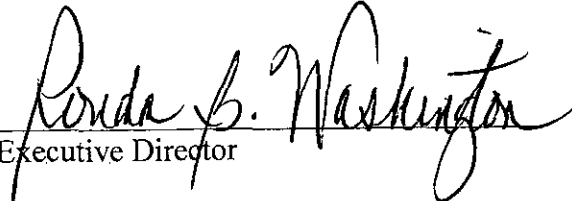
It was motioned by Mr. Pawlukovich and 2nd by Ms. Buckalew and unanimously passed to amend this COMAR language as submitted by the Legislative Committee.

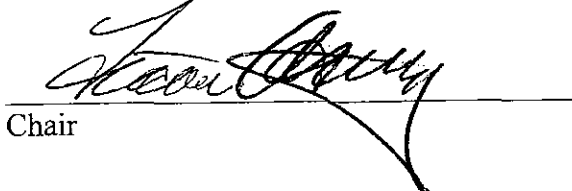
10.33.01.16 – (b) [Make a recommendation to the Board as to] *Determine the disposition of the complaint.*

It was motioned by Mr. Pawlukovich and 2nd by Ms. Friedman and unanimously passed to amend this COMAR language as submitted by the Legislative Committee.

Move to Closed Session

Pursuant to Section 3-305 of the Maryland General Provisions Article, by a majority vote to close its meeting on September 12, 2018 at 10:32 am in Room 106, for the purpose of complying with Section 3-305(b) (13) of the General Provisions Article and Section 1-401 of the Health Occupations Article, which prevent the public disclosure of particular proceedings and discussions, the Board goes into closed session.


Executive Director


Chair