



Oregon Health Licensing Agency (OHLA)
Nursing Home Administrators Board



9:00 am Monday, January 20, 2010
700 Summer Street NE, Suite 320
Salem, Oregon

MINUTES

MEMBERS PRESENT

Kathleen Elias, Chair
Anita Schacher
George Gerding
Dr. Ronald Gilson
Mike Weatherby
Faraz Ahmed
Arlene Gardner
Larry Davy

MEMBER BY TELEPHONE:

Lynn Howe

GUESTS PRESENT

Nicole King Deering

STAFF PRESENT

Randy Everitt, Director
Kraig Bohot, Public Information Officer
Tim Molloy, Regulatory Operations Manager
Sylvie McMillan, Business Services Manager
Larry Peck, Licensing Manager
Samantha Patnode, Policy Analyst
Sinnamon Harris, Board Specialist
Amanda Perkins, Board Specialist
Mike Simpson, Quality and Statistical Analyst
Janet Bartel, Investigator

Call to Order

Kathleen Elias, Chair, called the meeting of the Nursing Home Administrators Board (NHAB) to order at 9:10 am on Monday, January 20, 2010, at the Oregon Health Licensing Agency (OHLA), Rhoades Conference Room, 700 Summer Street NE, Salem, Oregon. Lynn Howe attended the first one and a half hour via telephone.

1. Approval of Agenda

MOTION:

Mike Weatherby made a motion and Larry Davy seconded to approve the agenda for January 20, 2010. The motion passed unanimously.

2. Approval of Minutes

MOTION:

George Gerding made a motion and Arlene Gardner seconded to approve the meeting minutes for October 14, 2009. The motion passed unanimously.

3. Reports

A. Director's Report

Randy Everitt, Director OHLA, discussed the agency's use of notebook computers instead of binders to disseminate meeting information to the board members. The computers could be quickly updated for each meeting and would save on paper materials. The computers would not have online access and would remain at the agency. The board members will be provided with jump drives to have copies of the board meeting materials. The board consensus was positive to the implementation of notebook computers.

Everitt used a PowerPoint presentation to clarify OHLA's role as an agency and the NHAB role as an advisory board.

B. Outreach and Communication

Kraig Bohot, Public Information Officer, presented information regarding a proposed online publication called *Central Issues*. The goal is to communicate the key, or central, issues of each profession from a licensing and regulatory perspective to licensees and, to a lesser degree, to consumers. Some of the possible NHAB issues discussed were: streamlining the application process, incorporating NHAB rules into the OHLA model, and reaching out with training opportunities.

C. Statistical Report

Sylvie McMillan, Business Services Manager, explained the statistical reports which included the requested changes to the "Licenses Issued" table. The table now has the licensee's name, board, license type, license number, license method description, and the date the license was issued in an easy to read table format. The board was provided with copies and the statistical reports were placed in the board meeting materials for retention.

The board discussed online renewals. As of today online renewal is *not* available for nursing home administrators due to the specific requirements for continuing education reporting.

D. Budget Report

McMillan presented the cumulative revenue and expenditures statement of cash flows for the 7/01/09-11/30/09 period.

E. Regulatory Operations Division

The Regulatory Operations Division complaint report for the period between October 1, 2009-December 31, 2009, was presented by Janet Bartel, Investigator. There were seven new complaint cases investigated, four closed, and three remaining open. The board received a summary of the closed cases for review and discussion during the board meeting.

4. Items for Board Action

A. Petition Request Recommendations by Qualification & Examination Committee

Anita Schacher and Faraz Ahmed presented the committee's recommendations for the petitioners: Philip Hohnstein, Alena Pudilova, and Ann Emilia Thomas. The recommendation report outlined the committee's reasoning behind the waived hours. Philip Hohnstein was granted 480 hours. Alena Pudilova was granted 220 hours for nursing, none for quality care, and 20 for Human Resources (HR) for a total of 280 hours. Ann Emilia Thomas was granted 80 hours for Certified Nursing Assistant (C.N.A) and an additional 80 hours for nursing experience for a total of 160 hours.

MOTION:

George Gerding made a motion with a second by Dr. Gilson to approve the recommendations presented by the Qualification & Examination Committee. The motion passed.

B. 2010 Sub-committee Additions

Board members reviewed the purpose of each committee and found it necessary to add more members to the committees that were formed at the October 14, 2009 board meeting.

MOTION:

Faraz Ahmed made the motion and Mike Weatherby seconded to accept Anita Schacher as an alternate to the Enforcement Committee. The motion passed unanimously.

MOTION:

Larry Davy made a motion with a second by Anita Schacher to accept Kathleen Elias as an alternate to the Qualification & Examination Committee. The motion passed unanimously.

MOTION:

Faraz Ahmed made a motion with a second by George Gerding to accept Arlene Gardner on the Enforcement Committee. The motion passed unanimously.

MOTION:

Anita Schacher made a motion with a second by Dr. Gilson to accept Mike Weatherby as an alternate for Customer Connection. The motion passed unanimously.

5. Public Comment/Other Board Business

No public comment.

6. Interviews Final and Midway

Midway interviews were conducted for the following applicants:

Eric Mineart, Rogue Valley Manor

Amy Stone, Marquis Care at Vermont Hills

Todd Pratt, Evergreen Milton Freewater Health & Rehab Center

Final interviews were conducted for the following applicants:

Caitlin Hinch, Mennonite Village

Molly Jones, Marquis Care at Wilsonville

Victor Odiakosa, Village Health Care

Holly Smith, Oakwood Country Place

7. Executive Session

No executive session was held.

The board adjourned at 3:01 pm.

Prepared by: Sinnamon Harris, Board Specialist