

**STATE OF NEVADA
BOARD OF EXAMINERS FOR LONG-TERM CARE ADMINISTRATORS**

Minutes of Regular Quarterly Board Meeting

**November 4, 2014
1:00 p.m.**

**Nevada Early Intervention Service
3811 W. Charleston Blvd.
Suite 112
Las Vegas, Nevada 89102
and
Video Conferencing
Nevada Early Intervention Service
2667 Enterprise Rd.
Reno, Nevada 89512**

- I. Chair, Margaret McConnell called the meeting to order at 1:20 p.m.
- II. Executive Director, Sandy Lampert called the roll and a quorum was present.

Board Members:

Margaret McConnell, Chair
Terry Clodt, Sec/Treas.
Jane Gruner, ADSD
Lilia Sioson

Mary Ellen Wilkinson, Vice Chair
Lindsay Hansen, M.D. - Excused
Linda Gelinger

Staff:

Sophia Long, Esq. DAG

Sandy Lampert, Executive Director

Guests:

Heather Korbolic, ADSD
Julie Bell, DPBH
Douglas Armstrong
Shawn Bowen

Denise Iwertz
Betsy Winters
Jake Wycoff
Marc Behn

- III. PUBLIC COMMENTS –

- IV. APPROVAL OF THE FOLLOWING PROPOSED DISCIPLINARY ACTION**(Board may go into closed session) "FOR POSSIBLE ACTION"
 - a. Stacy Brown - Highland Manor of Fallon – Case No. B-36087 - Deputy Attorney General, Sophia Long, advised the Board that the settlement was reached because Ms. Brown is

no longer working in Nevada. The settlement calls for a \$3,000.00 administrative fine plus legal fees. Chair, Margaret McConnell called for a motion. Jane Gruner moved to approve the disciplinary action. Mary Ellen Wilkinson seconded. Motion carried. Terry Clodt abstained.

b. Benjamin Medina – Royal Haven – Case No. B-36086 – Deputy Attorney General, Sophia Long, gave some background on how the settlement was reached, reminding the Board that a previous settlement agreement was rejected by the Board. The new agreement requires Mr. Medina to complete 40 hours of Best Practices training and pay costs in the amount of \$700.00. Ms. Long informed the Board that they may only consider the details of this current case. Mary Ellen Wilkinson asked Ms. Long if the Board has the option to reject the settlement. Chair, Margaret McConnell called for a motion. Mary Ellen Wilkinson moved to approve the disciplinary action. Jane Gruner seconded. Motion carried. Terry Clodt abstained.

V. SECRETARY'S REPORTS:

a. Approval of the Minutes of August 7, 2014 Meeting "for possible action" – Linda Gelinger moved to approve. Mary Ellen Wilkinson seconded. Motion carried.

VI. ADMINISTRATIVE REPORT – See Item VIII a.

VII. ADMINISTRATOR LICENSES ISSUED MUST RECEIVE FINAL BOARD APPROVAL WHEN ALL REQUIREMENTS HAVE BEEN MET.

a. Nursing Facility Administrator Licenses Issued

- (1) Christensen, Cory
- (2) Quintana, Pinky
- (3) Clegg, Trent

Chair, Margaret McConnell, called for a motion. Jane Gruner moved to approve the Nursing Facility Administrator Licenses. Mary Ellen Wilkinson seconded. Motion carried.

b. Residential Facility Administrator Licenses Issued

- (1) Mims, Deanna
- (2) Pannu, Karpal
- (3) Hamilton, Gerald
- (4) Cobb, Janea
- (5) Donohue, Sieglinde
- (6) Thomas, Lauretta
- (7) Gerardo, Gabriela
- (8) Na, Andrea
- (9) Boyar, Jonathan
- (10) Smith, Kathryn

Chair, Margaret McConnell, called for a motion. Linda Gelinger moved to approve the Residential Facility Administrator licenses. Terry Clodt seconded. Motion carried.

c. Inactive Requests

- (1) Haltom, Julie - RFA
- (2) Biesinger, Stephen - NFA
- (3) Broyles, Catherine - NFA

Chair, Margaret McConnell, called for a motion. Terry Clodt moved to approve the Inactive License Requests. Mary Ellen Wilkinson seconded. Motion carried.

d. Final approval of NFA License “for possible action”

(1) Marc Behn – Chair, Margaret McConnell, reminded the Board that the issue was that Mr. Behn had answered “No” on his application to any prior felony convictions, etc. and that Mr. Behn stated that he had done so on the advice of his attorney. Executive Director, Sandy Lampert reported that she had received confirmation from Mr. Behn’s attorney that he in fact advised him to answer “No”. Chair, Margaret McConnell called for a motion. Mary Ellen Wilkinson moved to approve. Linda Gelinger seconded. Motion carried.

(2) Denise Iwertz – Chair, Margaret McConnell, reminded the Board that the issue was receiving a police report regarding the allegations on Ms. Iwertz’s background report. Terry Clodt contacted the Sherriff’s Office and the Board sent a letter as well requesting a copy of the Police Report. The request went unanswered. Jane Gruner asked Ms. Iwertz if there were any other incidents to which she answered “No”. Chair, Margaret McConnell, called for a motion. Jane Gruner moved to approve. Terry Clodt seconded. Motion carried.

e. Approve/Deny RFA Application “for possible action”

(1) Betsy Winters - Executive Director, Sandy Lampert, informed the Board that Ms. Winters disclosed that she was a Certified Assisted Living Manager in Arizona, and as a result of a state survey, her license was placed on probation. Ms. Winters explained the circumstances of the survey and informed the Board that the probation had been lifted. After some discussion, Chair, Margaret McConnell, called for a motion. Linda Gelinger moved to approve the application. Terry Clodt seconded. Motion carried.

VIII. UNFINISHED BUSINESS:

a. RCAL AIT Program Report – Executive Director, Sandy Lampert, reported that the Board took on the tremendous task of restructuring, and returning to the Board all of the RFA training. Wendy Simons and Connie Johnson created our new 40 hour Best Practices training. The class was BETA tested in September. 3 RFA candidates participated in the training and throughout the week, licensed administrators sat through the training so that they could critique the material and provide feedback as to the value of the training. Feedback was very positive. It was also suggested that we offer this training in a shortened version for all administrators. On the 4th day of the BETA training, we also conducted a Mentor training class that was attended by 16 licensed administrators. The AITs went through the program in 2 weeks under the direction of administrators who had been mentors in the past. The feedback from them was how invaluable the mentor training was for them. Our new Mentor program allows for CEUs as in the past, but as an added incentive to keep our mentors excited about the program, we now give them a \$50.00 credit for every 8 hours of mentoring, with a maximum of \$350.00 to be applied toward the renewal their license. The Best Practices training is being converted to an electronic program, with the first 2 of the 8 modules complete. Margaret McConnell reported that there will be a Mentor training in Reno in January or February.

b. NFA lack of AIT Opportunities – Mary Ellen Wilkinson asked to table the report until she gets back from the National NAB meeting next week. She will offer her report at the next quarterly Board Meeting.

IX. NEW BUSINESS:

a. Annual Audit – Executive Directory, Sandy Lampert, reported that the annual audit was completed. The auditor spent about 2 days in the office and found no problems. There was discussion regarding the ability of Sandy Lampert to sign checks in the absence of Treasurer, Terry Clodt or Chair, Margaret McConnell .

- XI. DEPUTY ATTORNEY GENERAL'S REPORT – Deputy Attorney General, Sophia Long, reported that the State is requiring a new report that will be submitted semi-annually listing pertinent information of all license renewals. It also requires that our application ask if a licensee has a State Business License. The report will be sent through new secure environment software.
- XII. BOARD MEMBER COMMENTS –
- XIII. PUBLIC COMMENTS – Heather Korbolic (ADSD) informed the Board that the Annual Care Giver Conference will be held on February 12th in Reno and on February 26th in Las Vegas. Some topics of discussion will be Medicare/Medicaid Waivers, how group home and nursing home residents may be eligible for Veterans benefits, including how to determine eligibility and how to help them get these benefits.
- XIV. TIME/DATE/LOCATION OF NEXT REGULAR QUARTERLY MEETING – The next meeting will be held on Tuesday, February 10, 2015 at 9:30 a.m.
- XV. ADJOURNMENT – Meeting was adjourned at 2:35 pm.

Respectfully submitted:

Sandy Lampert

Sandy Lampert
Executive Director

Attested by:

Terry Clodt

Terry Clodt
Secretary/Treasurer