

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

Minutes of Regular Quarterly Board Meeting

Date & Time: Wednesday, December 14, 2022, at 9:30 am

Place of Meeting: Virtually via Zoom:

<https://us02web.zoom.us/j/88603090385?pwd=eWVuWEwzcGVqSG5lRUVRa3ZlMXNJZz09>

Meeting ID: 886 0309 0385

Passcode: 434130

I. Vice Chair, Mary Ellen Wilkinson called the meeting to order at 9:36 a.m.

II. MISSION STATEMENT:

It is the mission of the Nevada Board of Long Term Care Administrators (BELTCA) to license and regulate long term care administrators in Nevada, including Nursing Home Administrators, Residential Facilities for Groups Administrators, and Health Service Executives. The Board provides consumers with an assurance of the qualifications of licensees, along with a means of enforcement for the benefit of the public, to ensure Nevada's citizens are served in a dignified and caring manner.

III. ROLL CALL: Executive Director, Sandy Lampert called the roll and a quorum was present.

Board Members:

Margaret McConnell, Chair
Lindsay Hansen, M.D. - Excused
Brooke Westlake
Lisa Meyer

Mary Ellen Wilkinson, Vice Chair
Dena Schmidt, ADSD
Douglas Sinclair
Daniel Mathis

Staff:

Sandy Lampert, Executive Director

IV. PUBLIC COMMENTS

This item is to receive comments, limited to five (5) minutes, on any issue and any discussion of those items. However, no action will be taken on an item raised during Public Comments. Comments based on viewpoint are welcome.

V. ADOPTION OF TEMPORARY REGULATION REGARDING NAC 654.100

- a. Approve minutes from August 24, 2022, Workshop "for possible action"
- b. Adoption of Temporary Regulation regarding NAC 654.100 "for possible action"

Vice Chair, Mary Ellen Wilkinson called for a motion to adopt the Temporary Regulation. Douglas Sinclair moved to approve. Brook Westlake seconded. Motion passed.

VI. APPROVAL OF THE FOLLOWING PROPOSED DISCIPLINARY ACTION** (Board may go into closed session) “for possible action”

a. Cynthia Morris – The Best Choice Group Home – Case B-36220

Vice Chair, Mary Ellen Wilkinson called for a motion to approve the disciplinary actions. Brook Westlake moved to approve. Douglas Sinclair seconded. Motion passed.

b. Charo Dale – Sunshine Care Home – Case No. B-36223

Vice Chair, Mary Ellen Wilkinson called for a motion to approve the disciplinary actions. Lisa Meyer moved to approve. Douglas Sinclair seconded. Motion passed.

VII. SECRETARY’S REPORT: Approve Minutes of July 20, 2022, Meeting “for possible action”

Secretary, Dena Schmidt called for a motion to approve the minutes as stated. Brooke Westlake moved to approve the minutes. Lisa Meyer seconded. Motion passed.

VIII. ADMINISTRATIVE REPORT “for possible action”

Executive Director, Sandy Lampert informed the Board that final data has been uploaded to Thentia, and is going through quality control. Notices will be sent to our licensees shortly about the changes to the website and how they can renew their licenses online.

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

a. Health Services Executive Licenses Issued “for possible action”

b. Nursing Facility Administrator Licenses Issued “for possible action”

- (1) Chacon, Harrison D.
- (2) Carmona, Jennifer M.
- (3) Anderson, Ryan S.
- (4) Bailey, Kristen L.
- (5) Welker, David J.
- (6) Lee, Candie R.

c. Residential Facility Administrator Licenses Issued “for possible action”

- (1) Tuchman, Elizabeth H.
- (2) Rasmussen, Rand J.
- (3) Francois, Nathalie A.
- (4) King, Benjamin A.
- (5) Hamlin, Markie L.
- (6) Jensen, Ashlee D.

Vice Chair, Mary Ellen Wilkinson called for a motion to approve Items b and c. Douglas Sinclair moved to approve. Dena Schmidt seconded. Motion passed.

d. Inactive Requests “for possible action”

- (1) Berg, Wendy T. - RFA
- (2) Stewart, Rhonda R. - RFA
- (3) Stenslie, Michelle L. - NFA
- (4) Macandog, Naomi R. - RFA
- (5) Cobb, Janae M. - RFA
- (6) Gray, Zachary S. – NFA
- (7) Weeks, Sheila – NFA
- (8) Gelinger, Linda K.

Vice Chair, Mary Ellen Wilkinson called for a motion to approve Item d. Douglas Sinclair moved to approve. Lisa Meyer seconded. Motion passed.

X. UNFINISHED BUSINESS:

a. Board Statistics “for possible action”

Executive Director, Sandy Lampert, stated the following:

RFA – As of October 21, 2022, there are 408 RFA facilities that require a licensed administrator, since 3 facilities are currently being run by a Health Services Executive. We have a total 244 of in state working administrators. There are currently 6 facilities operating without a license administrator. As of the previous meeting we had 34 candidates going through the licensing process. We received 9 applications, 4 applications voided due to failing the NAB Exam twice, 2 expired due to time and 4 licenses issued. This leaves 33 candidates going through the program.

HSE – We now have 2 additional HSE licensed administrators from last year for a total of 8.

NFA – There are 66 NFA facilities, 2 are being operated under a HSE, so there are 64 facilities that require a licensed NFA. We have 7 more NFAs from last year for a total of 150 licensed administrators, 8 are inactive, 37 are out of state leaving 105 in state active administrators. As of the last report there were 0 candidates going through the program. 6 applications were received, 3 licenses were issued so there are currently 3 applicants going through the licensure process.

XI. NEW BUSINESS:

Vice Chair, Mary Ellen Wilkinson informed that NAB was working very hard to get more states to accept this license.

XII. DEPUTY ATTORNEY GENERAL’S REPORT

XIII. BOARD MEMBER COMMENTS

Dena Schmidt informed the Board the Marie Coe was appointed as permanent Ombudsman. Also, ADSD was working to grants to increase RFA bed capacity.

XIV. PUBLIC COMMENTS

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XV. TIME/DATE/LOCATION OF NEXT REGULAR QUARTERLY MEETING(S) “for possible action”

The Board will be meeting on Wednesday, April 5, 2023, at 9:30 am via Zoom.

XV. ADJOURNMENT

Vice Chair, Mary Ellen Wilkinson adjourned the meeting at 9.58 am.

Respectfully submitted:

Sandy Lampert

Sandy Lampert
Executive Director

Attested by:

Dena Schmidt

Dena Schmidt
Secretary/Treasurer