

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

Minutes of Regular Quarterly Board Meeting

Date & Time: Wednesday, April 21, 2021 at 9:00 am

Place of Meeting: Virtually via zoom:

<https://us02web.zoom.us/j/81498966684?pwd=QkJka2wxdzFuaDRxVEVqNC9iRmQxQT09>

Meeting ID: 814 9896 6684

Passcode: 791876

I. Chair, Margaret McConnell called the meeting to order at 9:08 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.
Brooke Westlake

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

Staff:

Sophia Long, Deputy Attorney General
Henna Rasul, Deputy Attorney General

Sandy Lampert, Executive Director

Guests:

Jennifer Williams Woods - ADSD
Miki Ton

Brett Salmon - NVHCA
John Courtney

IV. PUBLIC COMMENTS –

V. SECRETARY’S REPORT:

- a. Approve Minutes of January 20, 2021 Meeting “for possible action”.

Chair, Margaret McConnell called for a motion. Dena Schmidt moved to approve the minutes. Mary Ellen Wilkinson seconded. Motion passed. Brook Westlake and Douglas Sinclair abstained

VI. ADMINISTRATIVE REPORT - Executive Director, Sandy Lampert, reported that the office is operating as usual. She informed the Board that during the legislative session we are sent copies of proposed bills to determine if there would be any fiscal impact. Senate Bill 335 has to do with professional licensing. This bill was sponsored by Senator Hardy which would creating the Division of Occupational Licensing within the Department of Business and Industry. When Governor Sandoval was still in office, he ordered an audit of all independent state boards of which there are 46. The audit took about a year during which time we complete all types of reporting and questionnaires. The final recommendation of the audit was for these types of boards to be drawn under the Department of Commerce so that there would be more consistency and oversight. As a result of this, several boards got together under the leadership of Loretta Patton, who is the Executive Director of the Board of Occupational Therapy and Environmental Health Specialists, and they have created the Professional Occupational Licensing Boards Administrative Collaborative. There are now 11 Boards have joined as a way for the Executive Directors of these boards to have a forum to meet.

VII. 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) Lenz, Mary Ellen
 - (2) Di Iorio, Nicolas D.
 - (3) Davis, Dwayne E.
 - (4) Montes, Mistie D.
 - (5) Schill, Patricia C.
- c. Residential Facility Administrator Licenses Issued “for possible action”
 - (1) Lees, Devin D.
 - (2) Williams, Judy Ann
- d. Inactive Requests “for possible action”
 - (1) Gorecke, Tina A. - RFA
 - (2) Okekeocha, Helwan - NFA
 - (3) Ortega, Paul A. - RFA

Chair, Margaret McConnell, called for a motion. Douglas Sinclair moved to approve the above as stated. Lindsay Hansen seconded. Motion passed.

VIII. UNFINISHED BUSINESS:

a. Board Statistics "for possible action"

Executive Director, Sandy Lampert, reported the following as of April 16, 2021:

RFA - There are 399 residential facilities, 329 have 20 beds or less and 70 have more than 21 beds. We currently have 284 licensed administrators, 13 are inactive, 1 is suspended, 16 are out of state with no facilities leaving 254 in-state administrators. We currently have 3 residential facilities without an administrator. Since the last meeting, we received 13 application, 4 applications were voided, and 2 new licenses were issued. Currently there are 28 candidates going through the program, 8 are working on the Introductory Course, 10 are working on the Best Practices Training, and 10 are ready to take the NAB Exams.

HSE - We currently have 6 licensed HSE.

NFA - There are currently have 65 facilities, 2 of which the administrator is a HSE. We have 143 licensed administrators, 7 are inactive, 1 is suspended, 32 are out of state, leaving a total of 103 in state active administrators. 42 administrators currently do not have a facility. From the last meeting, we received 6 applications, 0 applications have been voided due to time, and 5 licenses were issued. Currently, there are 7 candidates waiting for licensure.

Disciplinary Actions – For this fiscal year ending June 30, 2021, there have been 5 referrals of which all were for RFAs. We have 3 open cases and 2 were closed with a letter.

IX. NEW BUSINESS:

a. Approve/Deny the Application for Licensure of Miki Ton " for possible action"

Deputy Attorney General, Sophia Long, briefed the Board on the history of Ms. Ton's history. Currently Ms. Ton owns 3 residential facilities for long term care. All facilities have A grades. Ms. Ton has been before the Board a few times. Starting in July of 2014, the Board issued a Summary Suspension against Ms. Ton. The allegations came from ADSD stating that she took money from a resident's account, and some other personal effects from his home. This was resolved on August 11, 2015, when through a settlement, she agreed to be placed on a 24 month probation. Later, through another settlement agreement, on February 6, 2017, she was placed on another probation for 18 months. One of the terms of these settlement agreements is that they agree to keep facilities at a B grade or better. While Ms. Ton was on probation, on April 11, 2017, one of her facilities received a C grade. Because of the C grade, on June 2, 2017, Ms. Ton was put on immediate suspension due to the settlement terms. The Board received the surveys of 2 of her facilities, the one that received the C grade, and the other had some deficiencies. Therefore, the Board had 2 outstanding cases against Ms. Ton. At a meeting with Ms. Ton, her attorney and Sophia Long, they discussed putting Ms. Ton on a 2 year surrender to resolve the suspension and the 2 cases. This agreement was never signed. Ms. Ton's license expired on June 30, 2019. Recently, Ms. Ton has applied for a new license. It is up to the Board to determine if whether Ms. Ton can proceed with the new licensure. Executive Director, Sandy Lampert, told the Board that on her application, Ms. Ton showed herself as Manager of Bella Care Homes. The current administrator of that facility, Joanne Misuraca, was asked to explain what her responsibilities are at the facility, as well as Ms. Ton's. She said that Ms. Ton's responsibilities were marketing, hiring, staffing, staff schedules, supplies, etc. In the meantime, Ms. Ton is affiliated with 2 other facilities, Gentle Spring Care Home and Golden Lake Care Home. The administrator of both facilities is Susan Sowers. Ms. Sowers was asked about her duties and those of Ms. Ton. She responded that she visits the facilities 2 to 3 times per month, and that Ms. Ton as Manager, her duties include marketing, hiring, initial staffing, initial hire paperwork, and supplies. Ms. Ton's attorney, John Courtney addressed the Board. He stated that he wasn't involved from the onset of Ms. Ton's problems with the Board. He became her attorney in 2017.

Mr. Courtney asked that the Board waive the retaking of the NAB Exam then welcomed the Board to directly ask Ms. Ton questions. After much discussion, Chair, Margaret McConnell called for a motion. Douglas Sinclair moved to deny Ms. Ton's application. Mary Ellen Wilkinson seconded. Motion passed.

b. Thentia contract "for possible action"

Executive Director, Sandy Lampert told the board that she looked at 3 different companies that provide similar software, and that she talked to Executive Directors all over the country regarding their experiences. She then explained that currently our website is currently half online and half on paper. This software would allow applicants and administrators to conduct their business online. After some discussion, Chair Margaret McConnell called for a motion. Douglas Sinclair moved to proceed with the contract. Lindsay Hanson seconded. Motion passed.

XI. DEPUTY ATTORNEY GENERAL'S REPORT:

XII. BOARD MEMBER COMMENTS: Chair, Margaret McConnell welcomed Douglas Sinclair to the board. Dena Schmidt informed the board that ADSD is anticipating Federal funding to help Residential facilities. Chair, Margaret McConnell reported that the National NAB Meeting will be held on June 9th through June 11th via Zoom.

XIII. PUBLIC COMMENTS:

XIV. TIME/DATE/LOCATION OF NEXT REGULAR QUARTERLY MEETING(S) "for possible action"
The Board Meeting will be scheduled for Wednesday, July 14, 2021, at 9:30 am.

XV. ADJOURNMENT – The meeting was adjourned at 10:30 am.

Respectfully submitted:

Sandy Lampert

Sandy Lampert
Executive Director

Attested by:

Dena Schmidt

Dena Schmidt
Secretary/Treasurer