

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

Draft Minutes of Regular Quarterly Board Meeting

Date & Time: Tuesday, January 2, 2024, at 9:30 am
Place of Meeting: Virtually via Zoom:

<https://zoom.us/j/97614689040?pwd=VncwUkZkZEIRN2p6bkRacGIBUnJYQT09>

Meeting ID: 976 1468 9040

Passcode: 884054

I. Chair, Margaret McConnell called the meeting to order at 9:31 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
Lisa Meyer

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

Staff:

Sandy Lampert, Executive Director

Guests:

Maria Coe, ADSD

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. SECRETARY'S REPORT: Approve Minutes of September 27, 2023, Meeting "for possible action"

Chair, Margaret McConnell called for a motion to approve the minutes of September 27, 2023. Douglas Sinclair moved to approve. Lisa Meyer seconded. Motion passed.

VI. ADMINISTRATIVE REPORT “for possible action”

Executive Director reported that our bi-annual audit is complete.

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) Sprie, Carolyn R.
- (2) Tuck, Michael L.
- (3) Hill, Nathan R.
- (4) Dominguez, Catherine T.
- (5) Morache, Edmond M.

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

- (1) Violet, Michelle M.
- (2) Ortega, Paul A.
- (3) Kittle, Nicholas R.
- (4) Altamirano, Daniel S.
- (5) Rodriguez, Armando B. Jr.

d. Inactive Requests “for possible action”

- (1) Cobb, Janae M. – RFA
- (2) Weiss, Scott D. – NFA
- (3) Borbon-Estrera, Joy A. – RFA

Chair Margaret McConnell called for a motion to approve items b, c and d. Lisa moved to approve. Lindsay Hansen seconded. Motion passed.

VIII. UNFINISHED BUSINESS:

a. Board Statistics “for possible action”

Executive Director, Sandy Lampert, stated the following:

RFA – As of December 26, 2023, there are 414 RFA facilities that require a licensed administrator, 2 facilities are currently being run by a Health Services Executive. We have a total 245 of in State working administrators. There are currently 5 facilities operating without a license administrator. As of the previous meeting we had 31 candidates going through the licensing process. We received 10 applications, 1 application voided due to failing the NAB Exam twice, 3 expired due to time and 5 licenses were issued. which leaves 32 candidates going through the program.

HSE – We now have 10 Health Service Executives.

NFA – There are 64 NFA facilities, 3 are being run by a HSE, so there are 61 facilities that require a licensed NFA. We have 145 licensed administrators, 10 are inactive, 28 are out of State leaving 107 in state active administrators. As of this report there was 1 facility operating without an administrator. As of the last report there were 4 candidates going through the program. 5 applications were received, 5 licenses were issued so there are currently 4 applicants going through the licensure process.

Disciplinary Actions – For this fiscal year, there are no referrals. For the fiscal year ending 6/30/23, we have received 12 referrals, 11 are for RFAs and 1 is for a HSE. There are 2 open cases for RFAs and 1 for HSE.

IX. NEW BUSINESS:

Chair, Margaret McConnell informed the Board that Sophia Long is no longer with the Attorney General's office and has recommended Louis Ling who was previously with the Attorney General's office and represented BELTCA, and currently represents several other Boards. Mr. Ling works closely with the Attorney General's office. There will be a special meeting scheduled for January 24th to review and approve the contract with Ling LTD.

X. BOARD MEMBER COMMENTS

XI. 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.

XII. TIME/DATE/LOCATION OF NEXT REGULAR QUARTERLY MEETING(S) "for possible action"

The Board will be meeting on Wednesday, May 15, 2024, at 10:00 am in Las Vegas and video conference in Carson City.

XIII. ADJOURNMENT

Chair, Margaret McConnell called for a motion to adjourn at 9:47 am. Douglas Sinclair moved to adjourn. Lisa Meyer seconded. Motion passed.

Respectfully submitted:

Sandy Lampert

Sandy Lampert
Executive Director

Attested by:

Dena Schmidt

Dena Schmidt
Secretary/Treasurer