

**STATE OF NEVDA**  
**BOARD OF EXAMINERS FOR LONG-TERM CARE ADMINISTRATORS**  
**Draft Minutes of Special Board Meeting**

**Date & Time:** **Monday, July 15, 2024 – 1:00 p.m.**

**Place of Meeting:** **Virtually via Zoom:**

<https://zoom.us/j/95715494832?pwd=zEaDLDFh2JWNQgqk5LCzXfcXQ8OHKh.1>

Meeting ID: 957 1549 4832

Passcode: 948275

---

One tap mobile

+12532050468,,95715494832#,,,,\*948275# US

+12532158782,,95715494832#,,,,\*948275# US (Tacoma)

Dial by your location

- +1 253 205 0468 US
- +1 253 215 8782 US (Tacoma)
- +1 346 248 7799 US (Houston)
  - +1 669 444 9171 US
- +1 669 900 6833 US (San Jose)
  - +1 719 359 4580 US
- +1 929 205 6099 US (New York)
- +1 301 715 8592 US (Washington DC)
  - +1 305 224 1968 US
  - +1 309 205 3325 US
- +1 312 626 6799 US (Chicago)
  - +1 360 209 5623 US
  - +1 386 347 5053 US
  - +1 507 473 4847 US
  - +1 564 217 2000 US
  - +1 646 931 3860 US
  - +1 689 278 1000 US

Find your local number: <https://zoom.us/u/aOLQIX59b>

I. Chair, Margaret McConnell called the meeting to order at 1:00 p.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 - Excused  
Lisa Meyer

Dena Schmidt, ADSD  
Douglas Sinclair  
Daniel Mathis

Staff: Sandy Lampert, Executive Director

Guests: Harold McBride

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. SPECIAL MEETING FOR THE REVIEW, CONSIDERATION, DELIBERATION AND POTENTIAL ACTION REGARDING RETAINING MARY ELLEN WILKINSON TO SERVE AS THE EXECUTIVE DIRECTOR FOR THE BOARD AND TERMS AND CONDITIONS RELATED THERETO "for possible action"

Chair, Margaret McConnell informed the Board that Executive Director, Sandy Lampert will be leaving. The Board is to consider the retaining of Mary Ellen Wilkinson as the new executive director under the same conditions as Executive Director, Sandy Lampert. Chair, Margaret McConnell called for a motion. Douglas Sinclair moved to approve retaining Ms. Wilkinson. Lindsay Hansen seconded. Motion passed.

VI. PUBLIC COMMENTS

Harold McBride asked the Board to consider giving CEUs to administrators who attend Board Meetings.

VII. ADJOURNMENT

Chair, Margaret McConnell called for a motion to adjourn at 1:08 pm. Douglas Sinclair moved to adjourn. Brooke Westlake seconded. Motion passed.

Respectfully submitted:

*Sandy Lampert*

Sandy Lampert  
Executive Director

Attested by:

*Dena Schmidt*

Dena Schmidt  
Secretary/Treasurer