

**STATE OF NEVADA**  
**BOARD OF EXAMINERS FOR LONG-TERM CARE ADMINISTRATORS**  
59 Damonte Ranch Parkway Suite B373  
Reno, Nevada 89521  
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*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.*

**MEETING NOTICE AND AGENDA**

**Date & Time: Wednesday, February 5, 2025, at 10:00 am PT**

**The meeting will be held via Zoom using the following:**

Join Zoom Meeting

<https://zoom.us/j/94799706204?pwd=G0Nst2RUmTb4z4PaZvaGLByfQL1yTy.1>

Meeting ID: 947 9970 6204

Passcode: 620978

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



**All times are approximate. The Board reserves the right to take items in a different order, items may be combined for consideration by the Public Body and items may be pulled or removed at any time to accomplish business in the most efficient manner.**

**In certain situations, the option exists to declare the meeting on that agenda item to be a Closed (Executive) Session per NRS 241.030**

- I. OPEN MEETING
- II. MISSION STATEMENT
- III. ROLL CALL
- 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: "for possible action"  
Approve Minutes of November 6, 2024, Meeting
- VI. ADMINISTRATIVE REPORT "for possible action"
  - a. Website updates recommendations
- VII. POLICY AND PROCEDURE REVIEW for "possible action"  
New Applications for Licensure
- VIII. 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) Wilding, Whitney Marineau
    - (2) Duarte, Yvette
    - (3) Smith, Kyle
    - (4) Shaffer, Mark A
  - c. Residential Facility Administrator Licenses Issued "for possible action"
    - (1) Prentiss, Philip T.
    - (2) Grace Simpson



- d. Inactive Requests “for possible action”
  - (1) Scott Weiss, NFA/RFA
- e. Approve/Deny RFA Application “for possible action” May go into Closed (Executive) Session per NRS 241.030
  - (1) Carrasco Gloria

IX. UNFINISHED BUSINESS:

X. NEW BUSINESS:

XI. LEGAL COUNSEL REPORT

XII. BOARD MEMBER COMMENTS

XIII. 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.

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

XV. ADJOURNMENT

\*\*Pursuant to NRS 241.030(1), The Nevada State Board of Examiners for Long Term Care Administrators may conduct a closed meeting to consider the character, allegations of misconduct, professional competence, or physical and mental health of a person.

Note: We are pleased to make reasonable accommodations for members of the public who are disabled and wish to attend the meeting. If special arrangements for the meeting are necessary please notify the Board of Examiners for Long Term Care Administrators by calling the Board Office at 702-486-5445, or by e-mail at: [beltca@beltca.nv.gov](mailto:beltca@beltca.nv.gov).

Anyone desiring additional information regarding the meeting, including information on how to obtain supporting board meeting material is invited to call Mary Wilkinson, Executive Director, at (775) 384-1208.

Copies of BELTCA’s Meeting Minutes are available at no charge at BELTCA’s web site:  
[beltca.nv.gov](http://beltca.nv.gov)

[www.beltca.nv.gov](http://www.beltca.nv.gov)



**The Agenda was emailed to the following:**

Brett Salmon, NVHCA  
Shawn McGivney  
Mark McBride  
Carrie Embree ADSD  
Devone Johannessen, HCQC  
DHHS general email  
ADSD Regional Carson City

Paul Shubert, DPBH  
Amir Bringard, DPBH  
Marie Coe ADSD  
Michelle Smothers, HCQC  
Clair Walton, HCQC  
Gloria Carrasco, applicant

