

STATE OF NEVADA
BOARD OF EXAMINERS FOR LONG-TERM CARE ADMINISTRATORS
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MINUTES
Quarterly Board Meeting
February 11, 2026

I. Chair, Margaret McConnell called the meeting to order at approximately 10:00 AM

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, Jennifer Van Curen called the roll, and a quorum was present.

Board Members Present:

Margaret McConnell, Chair
Lisa Meyer, Vice Chair
Daniel Mathis

Rique Robb, ADSD,
Dr. Lindsay Hansen
Brooke Westlake

Staff:

Jennifer Nichols, Executive Director

Legal Counsel:

Louis Ling, Esq.

Guests:

Carmina Alaya-Ay - NVHCA

IV. PUBLIC COMMENTS

Chair, Margaret McConnell asked if there was anyone who would like to make a public comment at this point.

Chair, Margaret McConnell reminded attendees that more public comment is on the agenda towards the end of the meeting.

V. SECRETARY'S REPORT

Secretary, Rique Robb called for a motion to approve the minutes of the November 19, 2025, Board Meeting, Daniel Mathis motioned to approve the minutes; Dr. Lindsey Hansen seconded the motion. Being no discussion, motion carried unanimously.

VI. EXECUTIVE DIRECTOR REPORT

Jennifer Van Curen provided a recap of what has been the focus since the previous Board Meeting. Jennifer reported the following statistics:

**RFA Facilities: 454 for 10,318 beds / RFA Admins: 279 / RFA New Apps: 9
NFA Facilities: 60 for 6,871 beds / NFA Admins: 136 / NFA New Apps: 7
HSE Administrators: 9**

**Disciplinary Cases Open: 18 / Closed: 7
New Referrals: RFA – 7 / NFA – 2 / HSE – 0**

Jennifer discussed the website updates and that the state provided incorrect fingerprinting codes that could impact renewals. Jennifer reviewed the change from moving from Quickbooks desktop to Quickbooks online and working on reconciliations with Rique Robb.

Jennifer asked the Board to provide any potential Regulation changes to her by 03/15/2026.

VII. ADMINISTRATOR LICENSES ISSUED THAT RECEIVED FINAL BOARD APPROVAL SINCE ALL REQUIREMENTS HAD BEEN MET.

- a. Health Services Executive Licenses Issued**
 - (1) Nicole Owczarski**
- b. Nursing Facility Administrator Licenses Issued**
 - (1) Ian Abbot**
 - (2) Curtis Alexander Pope**
- c. Residential Facility Administrator Licenses Issued**
 - (1) Alondra Alvarado**

- (2) Bernadette Angat
- (3) Adriana Rivas
- (4) Khaya Sapico
- (5) Lisabette Tapawan

- d. Inactive Requests
 - (1) Scott Weiss, RFA

Chair, Margaret McConnell called for a motion to approve items a, b, c and d. Lisa Meyer moved to approve items a, b, c and d. Rique Robb seconded the motion. There being no discussion, motion carried unanimously.

IX. OUTSTANDING BUSINESS:

None

- X. Discussion of granting CE Credits for attending NV Board of Examiners for Long Term Care Administrator Board meetings to licensed Administrators

Board discussed that they thought this would increase attendance. Louis Ling explained that of the Boards he works with, some do offer CE's. Chair asked Executive Director to explore on the national and state level. Board discussed having Administrators bring questions or input.

- XI. Discussion of adopting formal policy for Executive Director to follow when Reviewing new RFA Applications and the qualifications of applicants NAC 654.1505

Chair, Margaret McConnell called for a motion to approve item XI. Lisa Meyer motioned to approve item XI and Daniel Mathis seconded. The Board was in support of not being so restrictive, motion carried unanimously.

Attached policy was adopted.

XII. ACTION ITEMS: "for possible action"

None

XIII. LEGAL COUNSEL REPORT

Louis discussed the changes made to the agenda.

XIV. BOARD MEMBER COMMENTS

None

XV. TIME/DATE/LOCATION OF NEXT REGULAR QUARTERLY MEETING(S)

Special Meeting on February 17, 2026, at 10:00 am via Zoom.

Next Board Meeting will be on Wednesday May 13, 2026, at 10:00 am via Zoom.

XVI. PUBLIC COMMENTS

There were no comments by the public or guests.

XVII. ADJOURNMENT

Chair, Margaret McConnell called for a motion to adjourn at approximately 10:34 am. Daniel Mathis moved to adjourn; Rique Robb seconded. There being no discussion, motion passed.

Respectfully submitted:

**Jennifer Van Curen
Executive Director**

Jennifer Van Curen
Jennifer Van Curen (May 13, 2026 16:33:34 PDT)

Attested by:

**Rique Robb
Treasurer/Secretary**

Rique Robb
Rique Robb (May 13, 2026 17:21:18 PDT)

Policy: Review of New RFA Applications and Applicant Qualifications

1. Purpose

This policy establishes a standardized process for the Executive Director to review new requests for RFA applications to evaluate the qualifications of applicants in accordance with NAC 654.1505. The policy ensures consistency, fairness, transparency and compliance with applicable statutes and regulations.

2. Authority

This policy is adopted pursuant to the authority granted to the Board and the Executive Director under NAC 654.1505.

3. Scope

This policy applies to all new RFA applications submitted to the Board and reviewed by the Executive Director or their designee.

4. Specific Review of Health care Experience

For purposes of NAC 654.1505 “experience in health care” means full-time or equivalent hourly experience working in:

- A licensed residential facility for groups
- A licensed facility for skilled nursing
- A licensed facility for intermediate care; or
- Providing home or community-based services related to health care

If an applicant does not meet the required definition of “experience” in health care as set forth in NAC.1505, the Executive Director shall determine that the applicant does not meet the minimum statutory qualifications unless an override is permitted under section 4B of this policy.

4A. Override of Health Care Experience Requirement

4A.1 The Executive Director may recommend approval of an RFA when the applicant does not strictly meet the definition of “experience in health care,” provided the applicant demonstrates alternative qualifications that substantially satisfy the intent of NAC 654.1505.

4A.2 An override may be considered when the applicant demonstrates one or more of the following:

- Supervisory, leadership or administrative experience in a health care services setting
- Advanced education, professional licensure, or certification directly related to health care, health care administration, long-term care, or health services management, including, but not limited to, degrees and/or licensure in related health care fields such as nursing, physical therapy, medicine, etc
- Demonstrated competency in regulatory compliance, resident care standards, and operational oversight equivalent to the required health care experience
- Documented experience in hospitals, hospice programs, home health agencies, urgent care centers, care homes, advanced medical clinics, adult day care programs, social services agencies or community-based living programs, where

such experience is directly related to health care delivery, resident or client services, care coordination or regulatory compliance

4A. 3 The Executive Director shall document the specific basis for the override, including findings that explain how the applicant's alternative qualifications meet the intent of the health care experience requirement.

4A. 4 Any override determination shall be documented in writing, retained in the applicant's file and, if required, presented to the Board for ratification or final approval.

5. Effective Date and Review

This policy shall take effect upon approval by the Board. The policy shall be reviewed periodically and updates as necessary to remain consistent with changes to NAC.1505 or other applicable laws.

Approved by the Board on: **February 11, 2026**

Effective Date: **February 11, 2026**