

STATE OF NEVADA
BOARD OF EXAMINERS FOR LONG-TERM CARE ADMINISTRATORS
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MINUTES
Quarterly Board Meeting
November 19, 2025

I. Chair, Margaret McConnell called the meeting to order at approximately 10:03 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 Nichols called the roll, and a quorum was present.

Board Members Present:

Margaret McConnell, Chair
Lisa Meyer, Vice Chair
Daniel Mathis

Rique Robb, ADSD,
Douglas Sinclair
Brooke Westlake

Staff:

Jennifer Nichols, Executive Director

Legal Counsel:

Louis Ling, Esq.

Guests:
Mary Wilkinson
Mark McBride – NVDS
Brett Salmon – NHA

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.

Brett Salmon with Nevada Healthcare Association introduced himself.

Mark McBride, Deputy Director of Healthcare Services for NVDS Introduced himself and reported to the Board that they are in the design phase of the third State Veterans home in North Las Vegas and has already secured state funds but does need federal funds to move forward. Mark also proposed that as Licensed Administrators and AL Executive Directors attend the Board Meeting that a CEU credit be granted.

Mary Wilkinson introduced herself as a former Board Member and Executive Director.

V. SECRETARY'S REPORT

Chair, Margaret McConnell called for a motion to approve the minutes of August 13, 2025, Board Meeting, Lisa Meyer motioned to approve the minutes; Daniel Mathis seconded the motion. Being no discussion, motion carried unanimously.

VI. EXECUTIVE DIRECTOR REPORT

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

RFA Facilities: 445 / 10,215 beds	RFA Administrators: 287
NFA Facilities: 60 / 6,871 beds	NFA Administrators: 145
HSE Administrators: 8	

VII. ADMINISTRATOR LICENSES ISSUED MUST RECEIVE FINAL BOARD APPROVAL WHEN ALL REQUIREMENTS HAVE BEEN MET.

a. Health Services Executive Licenses Issued “for possible action”

- (1) Yvette Duarte**

b. Nursing Facility Administrator Licenses Issued “for possible action”

- (1) Jeffrey Frandsen**
- (2) Jeff Nusbaum**
- (3) Fatoumata Samake**
- (4) Ishmael Hedd**
- (5) Jonathan Anderson**

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

- (1) Jennifer Davidove**
- (2) Katy McCormick**
- (3) Alexia Smith**
- (4) Jeff Nusbaum**
- (5) Erika Vergara**
- (6) Sarina Lichtenberger**

d. Inactive Requests “for possible action”

- (1) Rhonda Stewart, RFA**
- (2) Roger Hittle NFA & RFA**

Chair, Margaret McConnell called for a motion to approve items b, c and d. Douglas Sinclair moved to approve items b, c and d. Brooke Westlake seconded the motion. There being no discussion, motion carried unanimously.

IX. OUTSTANDING BUSINESS:

None

X. ACTION ITEMS: “for possible action”

None

XI. LEGAL COUNSEL REPORT

Legal Counsel, Louis Ling, Esq. had no report.

XII. BOARD MEMBER COMMENTS

Rique Robb confirmed with Jennifer Nichols that everything was finalized with Wells Fargo and that starting in January there will be monthly reconciliations.

Daniel Mathis mentioned that with the special session there is one bill that is targeting recruitment of Healthcare Professionals and that there could potentially be an impact. Rique Robb added that the goal is to expedite some of the licensure processes.

XIII. PUBLIC COMMENTS

There were no comments by the public or guests.

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

The Board will meet on Wednesday February 11, 2026, at 10:00 am via Zoom. *

XV. ADJOURNMENT

Chair, Margaret McConnell called for a motion to adjourn at approximately 10:24 am. Douglas Sinclair moved to adjourn; Daniel Mathis seconded. There being no discussion, motion passed.

Respectfully submitted:

**Jennifer Van Curen
Executive Director**


Jennifer Van Curen (Feb 3, 2026 16:30:47 PST)

Attested by:

**Rique Robb
Treasurer**

