

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

Draft Minutes of Regular Quarterly Board Meeting

Date & Time: Wednesday, May 15, 2024 – 10:00 a.m.

Place of Meeting: Sawyer State Office Building
555 East Washington Avenue
Room 4412
Las Vegas, Nevada 89102

Video Conferencing: and
Legislative Counsel Bureau
401 South Carson Street
Room 3138
Carson City, Nevada 89701

I. Chair, Margaret McConnell called the meeting to order at 10:00 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 - Excused
Lisa Meyer

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

Staff:

Sandy Lampert, Executive Director

Guests:

David Barney, Esq.
Carmina Alaya-Ay, NCHCA

Shanice Burton

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 January 2, 2024, Meeting "for possible action".

Dena Schmidt moved to approve the minutes. Lindsay Hansen seconded. Motion passed.

VI. ADMINISTRATIVE REPORT "for possible action"

Executive Director, Sandy Lampert stated that the office was running as usual and that there were no items to report.

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) Brady, Shane R.
 - (2) Dixon, Eric K.
 - (3) Crockett, Mark W.
 - (4) Peterson, Douglas R.
 - (5) Morgan, Jesusa M.
- c. Residential Facility Administrator Licenses Issued "for possible action".
 - (1) Koul, Kelly
 - (2) Graaf, Tricia J.
 - (3) Yokdang, Nucharee
- d. Inactive Requests "for possible action".
 - (1) Barba, Dearly - RFA
 - (2) Darlington, Myrna - RFA
 - (3) Malone, Kelly S. - RFA
 - (4) Gresh, Maureen P. – RFA
 - (5) Taylor, Rosema J. – NFA
 - (6) Grossa, Abby – NFA
 - (7) McGivney, Shawn – RFA

Chair, Margaret McConnell called for a motion to approve items b, c and d. Dena Schmidt moved to approved. Mary Ellen Wilkinson seconded. Motion passed.

- e. Approve/Deny RFA Application "for possible action" May go into Closed (Executive) Session per NRS 241.030

- (1) Burton, Shanice N.

Executive Director, Sandy Lampert informed the Board that Ms. Burton answered "No" to a question on her Application for Licensure regarding her background check. However, the report disclosed an issue. The Board has to decide whether this application can proceed or not. Chair, Margaret McConnell asked Ms. Burton if she wanted to go into closed session to which Ms. Burton responded no. Ms. Burton told the Board that it was not her intention to falsify any information, but this incident was almost 10 years ago. She acknowledged the mistake and that the information provided must be accurate and transparent. Board regulations do not allow this application to move forward. Therefore, Chair, Margaret McConnell informed Ms. Burton that she may reapply with a corrected application. Ms. Lampert advised that she may submit a new application will all of the required fees and documentation and once her license is approved, she would be on probation for a period of 18 months from the

original issue date of her license. During this period, she would be required to maintain a grade of B or above, and should she receive a grade below a B her license would be immediately suspended until she came before the Board. Chair, Margaret McConnell called for a motion. Lisa Meyer moved to not allow Ms. Burton's application to proceed, however, she may reapply with the stipulation that once she is licensed, she will be on probation for a period of 18 months from the original issue date, and during this period she must maintain a grade of B or above. Should she receive a grade below a B her license would be immediately suspended until she came before the Board. Douglas Sinclair seconded. Motion passed.

VIII. UNFINISHED BUSINESS:

a. Board Statistics "for possible action"

Executive Director, Sandy Lampert, stated the following:

RFA – As of April 26, 2024, there are 419 RFA facilities that require a licensed administrator, 2 facilities are currently being run by a Health Services Executive. We have a total of 257 in State working administrators. There are currently 9 facilities operating without a license administrator, 4 of which are going through licensure. As of the previous meeting we had 32 candidates going through the licensing process. We received 15 applications, 10 applications voided due expired due to time and 3 licenses were issued. This leaves 34 candidates going through the program.

HSE – We now have 10 Health Service Executives.

NFA – There are 63 NFA facilities, 2 are being run by a HSE, so there are 61 facilities that require a licensed NFA. We have 144 licensed administrators, 9 are inactive, 29 are out of State leaving 106 in state active administrators. As of this report there were 5 facilities operating without an administrator of which 3 are going through licensure. As of the last report there were 3 candidates going through the program. 8 applications were received, 2 applications were void and 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 6/30/24, we have received 2 referrals, 1 is for a NFA and 1 is for an HSE. There are 2 open cases.

IX. NEW BUSINESS:

a. Review, consideration, and potential action relating to draft regulation to implement SB260 as it relates to Board licensees, including potential action as to whether and what language should proceed to a workshop "for possible action"

Legal Counsel, Louis Ling provided the Board with a draft regulation for consideration regarding SB 260 that allows for the payment of referrals. A workgroup of 3 Board members met with Mr. Barney who represents A Place for Mom to work out the language in the draft regulation. As referrals occur, licensees will have to get an affirmation from the referral agency that it engaged in the disclosure process per SB 260 and received a copy of the contract. The draft also affirms that payments to unlicensed referral agencies are still not allowed. The draft also addresses inappropriate placements. Also, if an administrator's facility has a contract with a referral agency, the administrator must have a file that contains a copy of the declaration page of their current liability insurance policy, a copy of their privacy policy and a copy of the disclosure statement that is provided to the resident. Mr. Ling informed the Board that this is the time to make changes if necessary. Chair, Margaret McConnell called for a motion. Mary Ellen Wilkinson moved to proceed with this language and taking it to a workshop and potential regulatory hearing. Daniel Mathis seconded. Motion passed. The Board will schedule a workshop for June 12, 2024.

b. Review, consideration, and potential action relating to miscellaneous draft regulations pertaining to NAC 654 "for possible action:

Chair, Margaret McConnell asked if any Board member wanted to address any item. Mary Ellen Wilkinson wanted to review Preceptor requirements regarding the Preceptor being physically on the property. Mary Ellen Wilkinson, Lisa Meyer and Daniel Mathis will work on acceptable language. Chair, Margaret McConnell called for

a motion. Dena Schmidt moved to proceed with this language and taking it to a workshop and potential regulatory hearing. Mary Ellen Wilkinson seconded. Motion passed.

- c. Review, consideration, and potential action relating to the Board Reserves “for possible action”

Margaret McConnell stated that the Board funds are in excess of FDIC Insurance. Executive Director, Sandy Lampert suggested that the Board open additional CDs and a savings account. Dena Schmidt has information regarding other avenues that will be forwarded to the Board. No action was taken at this time.

X. BOARD MEMBER COMMENTS

Daniel Mathis informed the Board about an item that will be coming up before the legislature. HCQC is looking into addressing some issues regarding ICF Facilities. This will more ICF facilities focused on behavioral in the future.

Dena Schmidt shared that ADSD has received funds and have been approved to award residential facilities for construction projects to expand or add capacity.

XI. PUBLIC COMMENTS

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

The Board will be meeting on Wednesday, August 7, 2024, at 10:00 am via Zoom and in person in Las Vegas.

XIII. ADJOURNMENT

Chair, Margaret McConnell called for a motion to adjourn at 11:15 am. Douglas Sinclair moved to adjourn. Daniel Mathis seconded. Motion passed.

Respectfully submitted:

Sandy Lampert

Sandy Lampert
Executive Director

Attested by:

Dena Schmidt

Dena Schmidt
Secretary/Treasurer