

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

MINUTES OF REGULAR QUARTERLY BOARD MEETING

JANUARY 13, 2011

9:30 A.M.

GRANT SAWYER STATE OFFICE BUILDING

CONFERENCE ROOM 4500

555 EAST WASHINGTON AVENUE

LAS VEGAS, NEVADA

VIDEO CONFERENCE

MOOT COURTROOM

ATTORNEY GENERAL'S OFFICE

101 NORTH CARSON STREET

CARSON CITY, NEVADA 89701

DRAFT

I. Margaret McConnell, Chairperson called the meeting to order at 9:40 a.m.

II. The Executive Secretary, Terry Pedrotti, called the roll and a quorum was present.

Board Members:

Margaret McConnell, Chair

Douglas Sinclair, Secretary/Treasurer

Lindsay Hansen, M.D.

Carol Sala, Administrator, ADSD

Mary Ellen Wilkinson, Vice Chair

Terry Clodt

Linda Gelinger, NFA

Staff:

Michael D. Wymer, Esq, DAG

Sophia G. Long, Esq, DAG

Terry Pedrotti, Executive Secretary

Guests:

Charles Perry, Executive Director, NHCA

Connie Johnson, HCQC, Carson City

Geri Cooper, RFA Applicant

III. Hearing in the Matter of the Complaint for Disciplinary Action Against Luz Aquino, Residential Facility Administrator, License No. RFA 8036'A', Case No. B35933.

Michael D. Wymer, DAG, prosecuting attorney presented the Waiver Not to Attend the Hearing and Stipulation of Facts signed by Luz Aquino, acceding to the violations of NRS and NAC Chapters 654 and 449.

A discussion followed and Margaret McConnell, Chairperson, requested a motion. Mary Ellen Wilkinson, Vice Chairperson, moved to restrict Ms. Aquino to two (2) facilities for a period of one (1)

year's probation. Douglas Sinclair amended the motion to include the payment of all associated costs of the proceedings within the one (1) year's time period with 12 equal monthly payments. Additionally, Ms. Aquino is to come before the Board at the conclusion of the probationary period to apply for the addition of more facilities and to close the requirements of the probation.

Dr. Lindsay Hansen moved to accept the amended motion. Mary Ellen Wilkinson seconded the motion. Linda Gelinger amended the motion to add Luz Aquino should also be required to take classes in Medication Management; Environmental Sanitation, Life Safety and Abuse for 6 hours each. Ms. Gelinger added that an administrative fine of \$1,000.00 be added to the associated costs of the proceedings to be paid off within one (1) year. Ms. McConnell requested a vote. The motion was carried unanimously. Terry Clodt abstained.

**VII. c. Nursing Home Requirements – AIT Model Program – Charles Perry – Board Discussion and Action:*

Margaret McConnell explained the need for at least one MODEL AIT program in Nevada to ensure minimum Board criteria is met by such a program Charles Perry, Executive Director of Nevada Health Care Association, expressed his agreement and stated his organization would support use of a "model" AIT program that could be used by nursing homes that do not have their own approved AIT program.

A brief discussion followed, but no decision was made. A further discussion will be held at the next scheduled regular board meeting.

**IV. Secretary/Treasurer's Reports – Douglas Sinclair, Secretary/Treasurer*

**a. Minutes of Regular Board Meeting – September 21, 2010*

Mr. Sinclair requested a motion. Mary Ellen Wilkinson moved to accept the minutes as written. Linda Gelinger seconded the motion. The motion was carried.

Treasurer's Reports Presented:

- *b. First Quarter Unaudited Financial Report was presented; and*
- *c. The Annual Audit for fiscal 2009 – 2010 was also presented; and*
- *d. Current Balance Sheet & Profit and Loss Statements.*

Mary Ellen Wilkinson moved to accept the financial documents as presented. Linda Gelinger seconded the motion. The motion was carried.

V. Administrative Reports – Terry Pedrotti, Executive Secretary

- a. Calendar Year LCB Disciplinary and Licensee Activity Report previously was accepted.*
- b. Highlights from the NAB Annual Meeting were distributed to the Board members.*

**VI. Approval of Administrator Licenses Issued – Final Board Approval Required*

**a. Nursing Facility Administrator Licenses Issued:*

- (1) Cadwell, Ronald G.*
- (2) Harper, Melissa*
- (3) Hobbs, Brett*

- (4) McCarthy, Edward J.
- (5) Roberts, Joshua

Terry Clodt moved to accept the candidates for Nursing Facility Administrators. Linda Gelinger seconded the motion. The motion was carried.

- *b. Residential Facility Administrator Licenses Issued:
 - (1) Cobb, Casandra

Douglas Sinclair moved to accept the candidates for Residential Facility Administrators. Mary Ellen Wilkinson seconded the motion, and the motion was carried.

- *c. Inactive Requests:
 - (1) Donohue, Sieglinde, NFA
 - (2) McConnell, Mark P., RFA

Douglas Sinclair moved to accept the requests for Inactive Status. Terry Clodt seconded the motion. The motion was carried.

Margaret McConnell moved the meeting to “Closed Session” to accommodate the applicant in question at 11:00 a.m.

The Board members resumed “Open Session” at 11:20 a.m.

The Board decided that the applicant required additional RC/AL AIT training. Douglas Sinclair moved that when Jeri Cooper completes a second AIT training, she may come before the Board with the documentation of completion. Mary Ellen Wilkinson seconded the motion, and the motion was carried.

The cost of a secondary AIT Training will be placed on the agenda for the next board meeting to discuss the possibility of decreasing the fee for a second AIT experience.

Margaret McConnell requested the board take a 10 minute break.

The meeting was reconvened at 12:00 p.m.

- *e. Review Probation Requirements – Ava LaForteza – *Discussion and Board Action*
Ava LaForteza was incorrectly noticed. This item will be placed on the next meeting’s agenda.

*VII. Unfinished Business:

- *a. RC/AL Mentors’ Report – Phyllis Militello/Patti Swager
The Mentors’ report was reviewed by the Board members and any comments can be made at the next board meeting.

- * (1) A discussion was held and Mary Ellen Wilkinson moved that once Mentors for RC/AL AIT have performed 20 hours of AIT training, they would receive a Certificate of Appreciation. Douglas Sinclair seconded the motion, and the motion was carried.

- * (2) The board members agreed to change the number of CEU’s presented to RC/AL AIT Mentors to comply with the Rules and Regulations.

*b. Mary Ellen Wilkinson presented and explained the changes in the CEU Approval Procedure and the increases in the fees. Douglas Sinclair moved to accept the revisions. Linda Gelinger seconded the motion. The motion was carried. Terry Pedrotti was asked to send notices to the providers together with a copy of the revised Approval Procedure with the new schedule of fees. CEU implementation date will be February 1, 2011.

*c. The Nursing Home Requirements – AIT Model Program was discussed at length. Charles Perry, Executive Director of NHCA agreed his organization would support BELTCA’s efforts to gather information on current NFA programs in Nevada.

(1) A questionnaire had been sent to all nursing homes in Nevada. The responses were not complete as of this date, so a follow-up effort to gather data will be made.

(2) BELTCA’S recommended NAB AIT Program will be standard in all nursing homes to ensure that every candidate receives the same training.

(3) Board members will conduct “spot checks” of AIT candidates to ensure current AIT program meet minimum Board criteria.

*VIII. New Business:

*a. BDR Requesting Clarification of Fines/Sanctions of NRS Chapter 654.190.

A discussion followed in which the Board requested some changes in the fines structure for disciplinary actions. A suggestion was made to create a BDR to be presented at the next legislative session.

IX. Attorney General’s Report

Michael D. Wymer, DAG, reported that there would be approximately 8 cases for public hearings at the next board meeting.

X. Board Member Comments

Carol Sala discussed BDR 31-409 referred to State Finances and how she testified.

The Governor’s Proclamation was discussed regarding any actions that might place undue economic stresses on the public. It will be placed on the agenda for the next board meeting,

*XI. The next regular board meeting will be held on Tuesday, May 4th and extended to May 5th, 2011, if necessary.

Respectfully submitted:

(Ms) Terry Pedrotti, Executive Secretary\

Attested

Douglas R. Sinclair, Secretary/Treasurer

