

**COMMONWEALTH OF MASSACHUSETTS
BOARD OF REGISTRATION OF NURSING HOME ADMINISTRATORS
BOARD MEETING
250 Washington Street
Boston, MA 02108**

**Friday, August 16, 2024
VIA WebEx**

**REGULAR SESSION MINUTES
(OPEN SESSION)**

Board Members

Present:

Stephen Davis | Department of Public Health
James Divver, LNHA | Public Member
Roxanne Webster, R.N. | Registered Nurse
Carolyn Fenn | Executive Office of Elder Affairs
Naomi M. Prendergast | N.H.A | Nursing Home Administrator 4
Kahoney Anderson, N.H.A | Nursing Home Administrator 1
James Lomastro, Ph. D | Educator
Pavel Terpelets | Office of Long-Term Services and Supports

Board Members

Not Present:

Patrick J. Stapleton, N.H.A | Board Chair
Nancy Lordan, N.H.A. | Nursing Home Administrator 3
Sister Jacquelyn McCarthy, N.H.A. | Nursing Home Administrator 2

Staff Present:

Steven Joubert | Executive Director – Multi-Boards, BHPL
Kayla Mikalauski | Management Analyst II, Multi-Boards
Tracy Tam | Assistant Executive Director, Multi-Boards
Judith Bromley | Board Counsel

Staff Not Present:

N/A

I. Call to Order | Determination of Quorum:

Mr. Divver welcomed the board members to the meeting. Mr. Divver handed the floor over to Mr. Joubert. Mr. Joubert called the meeting to order and reminded the Board members the meeting is being recorded and asked for a roll call vote to determine quorum.

Roll Call as follows: Kahoney Anderson: Present; Steven Davis: present; James Divver: Present; Carolyn Fenn: Present; James Lomastro: present; Naomi Prendergast: present, Pavel Terpelets: present, Roxanne Webster: present.

Absent: Sister Jacquelyn McCarthy, Nancy Lordan, Patrick Stapleton

II. Conflict of Interest | Approval of Regular Session Agenda

The Board reviewed the August 16, 2024, Regular Session Agenda.

DISCUSSION:

Mr. Joubert asked if anyone had a conflict of interest with the agenda as written. No conflicts of interest were noted.

ACTION:

Motion by James Divver to approve the general session agenda, seconded by James Lomastro and a unanimous decision by Roll Call as follows: Kahoney Anderson: yes; Steven Davis: yes; James Divver: yes; Carolyn Fenn: yes; James Lomastro: yes; Naomi Prendergast: yes, Pavel Terpelets: yes, Roxanne Webster: yes.

Absent: Sister Jacquelyn McCarthy, Nancy Lordan, Patrick Stapleton

Document: August 16, 2024, Regular Session Agenda

III. Approval of Regular Session Minutes

The Board reviewed the June 21, 2024, Regular Session Minutes.

DISCUSSION:

Mr. Joubert asked for a motion to approve the June General Session Minutes when ready.

ACTION:

Motion by Naomi Prendergast to approve the June 21, 2024, General Session Minutes seconded by James Lomastro and a decision by Roll Call as follows: Kahoney Anderson: yes; Steven Davis: yes; James Divver: yes; Carolyn Fenn: yes; James Lomastro: yes; Naomi Prendergast: yes, Pavel Terpelets: yes, Roxanne Webster: yes.

Absent: Sister Jacquelyn McCarthy, Nancy Lordan, Patrick Stapleton

Document: June 21, 2024, Regular Session Minutes

IV. Flex Session:

DISCUSSION:

Mr. Joubert asked board members who would be in attendance for the September meeting? At this time, all board members stated they would be in attendance besides Carolyn Fenn.

Mr. Divver asked for clarification if the board could make a formal complaint as a whole or if it had to be an anonymous individual complaint. Ms. Bromley stated that the board can open up a formal complaint however board members do have the right to submit an anonymous complaint should they feel necessary.

V. Adjournment:

ACTION:

Motion by Roxanne Webster to adjourn the General Session meeting and go into the Executive Session meeting seconded by James Divver, and a unanimous decision by Roll Call as follows: Kahoney Anderson: yes; Steven Davis: yes; James Divver: yes; Carolyn Fenn: yes; James Lomastro: yes; Naomi Prendergast: yes, Pavel Terpelets: yes, Roxanne Webster: yes.

Absent: Sister Jacquelyn McCarthy, Nancy Lordan, Patrick Stapleton

The next meeting of the Board of Registration of Nursing Home Administrators is scheduled for Friday, September 20, 2024, at 10:00 AM via WebEx.

Let the records show the meeting adjourned at 10:30am

Respectfully submitted by:

The Board of Registration of Nursing Home Administrators