**COMMONWEALTH OF MASSACHUSETTS**

**BOARD OF REGISTRATION OF NURSING HOME ADMINISTRATORS**

**BOARD MEETING**

**250 Washington Street**

**Boston, MA 02108**

**Friday, August 18, 2023**

**VIA WebEx**

**REGULAR SESSION MINUTES**

**(OPEN SESSION)**

Board Members

Present: Patrick J. Stapleton, N.H.A | Board Chair

Stephen Davis | Department of Public Health

Sister Jacquelyn McCarthy, N.H.A. | Nursing Home Administrator 2

Naomi M. Prendergast | N.H.A | Nursing Home Administrator 4

Pavel Terpelets | Office of Long-Term Services and Supports

Roxanne Webster, R.N. | Registered Nurse

Carolyn Fenn | Executive Office of Elder Affairs

Nancy Lordan, N.H.A**.** | Nursing Home Administrator 3

Tarah Loy, Ph.D., Educator

Mary K. Moscato, N.H.A., Secretary | Hospital Administrator

Board Members

Not Present:

Staff Present:

Steven Joubert | Executive Director – Multi-Boards, BHPL

Catherine Goldrick | Assistant Executive Director – Multi-Boards, BHPL

Sarah Constantino | Office Support Specialist, Multi-Boards

Kayla Mikalauskis | Office Support Specialist, Multi-Boards

Tracy Tam | Office Support Specialist, Multi-Boards  
 Heather Engman | Chief Board Counsel

Judith Bromley | Board Counsel

Staff Not Present:

1. Call to Order | Determination of Quorum:

At 10:06 AM Mr. Steven Joubert welcomed the board members to the meeting. Mr. Patrick Stapleton handed the floor back 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: Steven Davis: present; Carolyn Fenn: present, Nancy Lordan: present; Tarah Loy: present; Sister Jacquelyn McCarthy: present; Mary Moscato: present; Naomi Prendergast: present; Patrick Stapleton: present. Pavel Terpelets, Present; Roxanne Webster: Present

1. Approval of Regular Session Agenda  
   The Board reviewed the August 18, 2023, Regular Session Agenda.

DISCUSSION:   
Mr. Joubert asked if anyone wanted to recuse themselves from the agenda as written. No board members stated they wanted to be recused from the agenda as written. conflicts of interest were noted.

ACTION:  
Motion by Ms. Nancy Lordan to approve the general session agenda, seconded by Ms. Roxanne Webster, and a unanimous decision by Roll Call as follows: Steven Davis: yes; Carolyn Fenn: yes; Naomi Prendergast: yes; Patrick Stapleton: yes Pavel Terpelets, yest; Roxanne Webster: yes

**Document**: August 18, 2023, Regular Session Agenda

1. Approval of Regular Session Minutes

The Board reviewed the July 21, 2023, Regular Session Minutes.

DISCUSSION:  
Mr. Joubert asked for a motion to approve the June General Session Minutes when ready.   
  
ACTION:  
Motion by Ms. Nancy Lordan to approve the June 16, 2023, General Session Minutes seconded by Ms. Tarah Loy; and a unanimous decision by Roll Call as follows: Steven Davis: yes; Carolyn Fenn: yes; Naomi Prendergast: yes; Patrick Stapleton: yes Pavel Terpelets, yest; Roxanne Webster: yes

**Document**: July 21, 2023, Regular Session Minutes

1. Flex Session:

DISCUSSION:  
Mr. Joubert asked board members who will be present at the September 15, 2023, meeting. At this time, all board members will be present.

1. Adjournment:

ACTION:  
Motion to adjourn the General Session and move to Executive Session made by Roxanne Webster seconded by Mary Moscato, and passed by Roll Call as follows: Steven Davis: yes; Carolyn Fenn: yes; Naomi Prendergast: yes; Patrick Stapleton: yes Pavel Terpelets, yest; Roxanne Webster: yes

The next meeting of the Board of Registration of Nursing Home Administrators is scheduled for Friday, September 15, 2023, at 10:00 AM via WebEx.

Respectfully submitted by:

The Board of Registration of Nursing Home Administrators