

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

**Friday, December 15, 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
Pavel Terpelets | Office of Long-Term Services and Supports
Carolyn Fenn | Executive Office of Elder Affairs
Nancy Lordan, N.H.A. | Nursing Home Administrator 3
Naomi M. Prendergast | N.H.A | Nursing Home Administrator 4
Kahoney Anderson, N.H.A | Nursing Home Administrator 1
James Lomastro, Ph. D | Educator

Board Members

Not Present:

James Divver, LNHA | Public Member
Roxanne Webster, R.N. | Registered Nurse

Staff Present:

Steven Joubert | Executive Director – Multi-Boards, BHPL
Catherine Goldrick | Assistant Executive Director – Multi-Boards, BHPL
Kayla Mikalauski | Office Support Specialist, Multi-Boards
Heather Engman | Board Counsel

Staff Not Present:

N/A

I. Call to Order | Determination of Quorum:

At 10:07am Mr. Stapleton welcomed the board members to the meeting. Mr. Patrick Stapleton 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; Carolyn Fenn: present; James Lomastro: present; Sister Jacquelyn McCarthy: present; Naomi Prendergast: present; Patrick Stapleton: present. Pavel Terpelets, present

Absent: James Divver, Nancy Lordan, Roxanne Webster

II. Conflict of Interest | Approval of Regular Session Agenda

The Board reviewed the December 15, 2023, 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 Carolyn Fenn to approve the general session agenda, seconded by Patrick Stapleton, and a unanimous decision by roll call as follows: Kahoney Anderson: yes; Steven Davis: yes; Carolyn Fenn: yes; James Lomastro: yes; Sister Jacquelyn McCarthy: yes; Naomi Prendergast: yes; Patrick Stapleton: yes; Pavel Terpelets, yes

Absent: James Divver, Nancy Lordan, Roxanne Webster

Document: December 15, 2023, Regular Session Agenda

III. Approval of Regular Session Minutes

The Board reviewed the November 17, 2023, Regular Session Minutes.

DISCUSSION:

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

ACTION:

Motion by Sister McCarthy to approve the November 17, 2023 General Session Minutes seconded by Patrick Stapleton and a decision by roll call as follows: Kahoney Anderson: yes; Steven Davis: yes; Carolyn Fenn: yes; James Lomastro: yes; Sister Jacquelyn McCarthy: yes; Naomi Prendergast: yes; Patrick Stapleton: yes; Pavel Terpelets, yes

Absent: James Divver, Nancy Lordan, Roxanne Webster

Document: November 17, 2023, Regular Session Minutes

IV. Board Elections

DISCUSSION:

Mr. Stapleton stated that he would make a motion for Ms. Kahoney Anderson to become the board's next Secretary. All board members agreed.

ACTION:

Motion by Patrick Stapleton to appoint Kahoney Anderson as Board Secretary seconded by Pavel Terpelets, and a unanimous decision by roll call as follows: Kahoney Anderson: yes; Steven Davis: yes; Carolyn Fenn: yes; James Lomastro: yes; Sister Jacquelyn McCarthy: yes; Naomi Prendergast: yes; Patrick Stapleton: yes; Pavel Terpelets, yes

Absent: James Divver, Nancy Lordan, Roxanne Webster

V. Flex Session:

DISCUSSION:

Mr. Joubert took a minute to thank Mary Moscato for her years of service that she has given to the Board of Registration of Nursing Home Administrators, adding that the Department of Public Health has created a certificate that will be sent to her.

Mr. Joubert asked the board members who would be present at the January meeting? At this time all board members will be present aside from Pavel Terpelets.

Nancy Lordan joined meeting at 10:17am

VI. Adjournment:

ACTION:

Motion by Patrick Stapleton to adjourn the General Session meeting and go into the Executive Session meeting seconded by Naomi Prendergast, and a unanimous decision by Roll Call as follows: Kahoney Anderson: yes; Steven Davis: yes; Carolyn Fenn: yes; James Lomastro: yes; Nancy Lordan: yes; Sister Jacquelyn McCarthy: yes; Naomi Prendergast: yes; Patrick Stapleton: yes; Pavel Terpelets, yes

Absent: James Divver, Roxanne Webster

The next meeting of the Board of Registration of Nursing Home Administrators is scheduled for Friday, January, 19, 2024 at 10:00 AM via WebEx.

Let the records show the meeting adjourned at 10:22am

Respectfully submitted by:

The Board of Registration of Nursing Home Administrators