

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

Board Members

Not Present:

Pavel Terpelets | Office of Long-Term Services and Supports
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 | Office Support Specialist, Multi-Boards
Heather Engman | Chief Board Counsel
Judith Bromley | Board Counsel

Staff Not Present:

N/A

I. Call to Order | Determination of Quorum:

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; James Divver: Present; Carolyn Fenn: present; Nancy Lordan: present; James Lomastro: present; Naomi Prendergast: present; Patrick Stapleton: present. Roxanne Webster, present

Absent: Sister McCarthy, Pavel Terpelets

II. Conflict of Interest | Approval of Regular Session Agenda

The Board reviewed the January 19, 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 Patrick Stapleton, and a unanimous decision by roll call as follows: Kahoney Anderson: yes; Steven Davis: yes; James Divver: yes; Carolyn Fenn: yes; Nancy Lordan: yes; James Lomastro: yes; Naomi Prendergast: yes; Patrick Stapleton: yes; Roxanne Webster, yes.

Absent: Sister McCarthy, Pavel Terpelets

Document: January 19, 2024, Regular Session Agenda

III. Approval of Regular Session Minutes

The Board reviewed the December 15, 2023, Regular Session Minutes.

DISCUSSION:

Mr. Joubert asked for a motion to approve the December General Session Minutes when ready. Mr. Divver pointed out that there was one error on the motion of approving minutes. Mr. Joubert stated the board staff will fix this.

ACTION:

Motion by Patrick Stapleton to approve the December 15, 2023 General Session Minutes as amended seconded by James Lomastro and a decision by roll call as follows: Kahoney Anderson: yes; Steven Davis: yes; James Divver: abstain; Carolyn Fenn: yes; Nancy Lordan: yes; James Lomastro: yes; Naomi Prendergast: yes; Patrick Stapleton: yes; Roxanne Webster, abstain.

Absent: Sister McCarthy, Pavel Terpelets

Document: December 15, 2023, Regular Session Minutes

IV. Flex Session:

DISCUSSION:

Mr. Joubert asked the board members who would be present at the February meeting? At this time all board members will be present. Mr. Joubert stated he is also working on creating a Sub-Committee for the month of March regarding the HSE licensure.

V. Adjournment:

ACTION:

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

Absent: Sister McCarthy, Pavel Terpelets

The next meeting of the Board of Registration of Nursing Home Administrators is scheduled for Friday, February 16, 2024, at 10:00 AM via WebEx.

Let the records show the meeting adjourned at 10:15am

Respectfully submitted by:

The Board of Registration of Nursing Home Administrators