

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

Friday, January 20, 2023
VIA WebEx

(OPEN SESSION)
MINUTES

Board Members

Present:

Carolyn Fenn | Executive Office of Elder Affairs
Nancy Lordan, N.H.A. | Nursing Home Administrator 3
Sister Jacquelyn McCarthy, N.H.A. | Nursing Home Administrator 2
Mary K. Moscato, N.H.A., Secretary | Hospital Administrator
Naomi M. Prendergast | N.H.A | Nursing Home Administrator 4
Roxanne Webster, R.N. | Registered Nurse
Dr. Madhuri Reddy, M.D. | Physician
Patrick J. Stapleton, N.H.A., Vice-Chair | Nursing Home Administrator 5
Stephen Davis | Department of Public Health
Tarah Loy, PHD Educator

Board Members

Pavel Terpelets | Office of Long-Term Services and Supports

Not Present:

Staff Present:

Steven Joubert | Executive Director – Multi-Boards, BHPL
Mary Strachan | Board Counsel - Office of the General Counsel, DPH
Sarah Constantino | Office Support Specialist, Multi-Boards
Kayla Mikalauski | Office Support Specialist, Multi-Boards

Staff Not Present:

I. Call to Order | Determination of Quorum:

At 10:12 AM Mr. Steven Joubert, Executive Director, welcomed the Board members to the meeting, Patrick Stapleton asked Mr. Joubert to facilitate the meeting. Mr. Joubert called the meeting to order and asked for a roll call vote to determine quorum.

Roll Call as follows: Stephen Davis: here; Carolyn Fenn: here; Nancy Lordan: here; Tarah Loy: here; Sister Jacquelyn McCarthy: here; Mary Moscato: here; Naomi Prendergast, here; Dr. Madhuri Reddy: here, Patrick Stapleton, here; Roxanne Webster: here. Absent: Pavel Terpelets Abstained: None; Recused: None

II. Conflict of Interest | Approval of Regular Session Agenda

DISCUSSION:

Mr. Joubert asked if anyone had a conflict of interest with the agenda as written. No conflict of interest with the General Session Agenda

ACTION:

Motion by Ms. Naomi Prendergast to approve the general session agenda, seconded by Dr. Madhuri Reddy and a unanimous decision by roll call as follows: Stephen Davis: yes; Carolyn Fenn: yes; Nancy Lordan: yes; Tarah Loy: yes; Sister Jacquelyn McCarthy: yes; Mary Moscato: yes; Naomi Prendergast, yes; Dr. Madhuri Reddy: yes, Patrick Stapleton, yes; Roxanne Webster: yes. Absent: Pavel Terpelets Abstained: None; Recused: None

Document: January 20, 2023 Regular Session Agenda

Approval of December 16, 2022 Minutes

III.

DISCUSSION:

Mr. Joubert asked if anyone had any objection with the minutes as written. No objections were noted, and Mr. Joubert asked for a motion to approve the December minutes.

ACTION:

Motion by Ms. Mary Moscato to approve the December 16, 2022 General Session Minutes seconded by Sr. Jacquelyn McCarthy and a unanimous decision by roll call as follows: Stephen Davis: yes; Carolyn Fenn: yes; Nancy Lordan: yes; Tarah Loy: yes; Sister Jacquelyn McCarthy: yes; Mary Moscato: yes; Naomi Prendergast, yes; Dr. Madhuri Reddy: yes, Patrick Stapleton, yes; Roxanne Webster: yes. Absent: Pavel Terpelets Abstained: None; Recused: None

Document: December 16, 2022 Regular Session Minutes

IV. Administrator in Training
A. Leah Kirkpatrick, Application No. 1113508

Discussion:

Mr. Joubert stated that applicant Lea Kirkpatrick was requesting time off for her Administrator in Training program, he turned the floor over to the board secretary Mary Moscato who looked into this request. Mary Moscato stated that Ms. Kirkpatrick has been the Director of Admissions at this facility since 2014 and believes that she can get two weeks' worth of credit towards her Administrator in Training Program. No other board members had any comments.

ACTION:

Motion by Ms. Mary Moscato to approve and grant Leah Kirkpatrick for two weeks' worth of credit towards her Administrator in Training program, which was seconded by Ms. Roxanne Webster and a unanimous decision by roll call as follows: Stephen Davis: yes; Carolyn Fenn: yes; Nancy Lordan: yes; Tarah Loy: yes; Sister Jacquelyn McCarthy: yes; Mary Moscato: yes; Naomi Prendergast, yes; Dr. Madhuri Reddy: yes, Patrick Stapleton, yes; Roxanne Webster: yes. Absent: Pavel Terpelets Abstained: None; Recused: None

V. Flex Session

DISCUSSION:

Mr. Joubert stated that he had no new topics to present at this time and asked for the attendance of next board meeting. Ms. Carolyn Fenn, Naomi Prendergast, as well as Sr. Jacquelyn McCarthy stated that they would be absent from next meeting.

Ms. Mary Strachan stated that she wanted to let the board know she was retiring, and this would be her last board meeting with them all. All members congratulated her and wished her the best of luck.

ACTION:

Motion by Mr. Patrick Stapleton to adjourn the general session meeting, seconded by Ms. Roxanne Webster and a unanimous decision by roll call as follows: Stephen Davis: yes; Carolyn Fenn: yes; Nancy Lordan: yes; Tarah Loy: yes; Sister Jacquelyn McCarthy: yes; Mary Moscato: yes; Naomi Prendergast, yes; Dr. Madhuri Reddy: yes, Patrick Stapleton, yes; Roxanne Webster: yes. Absent: Pavel Terpelets Abstained: None; Recused: None

Let the records show the meeting adjourned at 10:28am

The next meeting of the Board of Registration of Nursing Home Administrators is scheduled for Friday, February 17, 2023 at 10:00AM via WebEx.

Respectfully submitted by:

The Board of Registration of Nursing Home Administrators