

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

**Friday, July 21, 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

Board Members

Not Present:

Mary K. Moscato, N.H.A., Secretary | Hospital Administrator  
Tarah Loy, Ph.D., Educator  
Dr. Madhuri Reddy, M.D. | Physician

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

Staff Not Present:

I. 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; Sister Jacquelyn McCarthy: present; Naomi Prendergast: present; Patrick Stapleton: present. Pavel Terpelets, Present; Roxanne Webster: Present  
Absent: Tarah Loy, Mary Moscato

II. Approval of Regular Session Agenda

The Board reviewed the July 21, 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. Roxanne Webster to approve the general session agenda, seconded by Ms. Naomi Prendergast, and a unanimous decision by Roll Call as follows: Steven Davis: yes; Carolyn Fenn: yes, Nancy Lordan: yes; Sister Jacquelyn McCarthy: yes; Naomi Prendergast: yes; Patrick Stapleton: yes, Pavel Terpelets, yes; Roxanne Webster: yes  
Absent: Tarah Loy, Mary Moscato

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

III. Approval of Regular Session Minutes

The Board reviewed the June 16, 2023, Regular Session Minutes.

DISCUSSION:

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

ACTION:

Motion by Ms. Naomi Prendergast to approve the June 16, 2023, General Session Minutes seconded by Ms. Nancy Lordan; and a unanimous decision by Roll Call as follows: Steven Davis: yes; Carolyn Fenn: abstain, Nancy Lordan: yes; Sister Jacquelyn McCarthy: yes; Naomi Prendergast: yes; Patrick Stapleton: yes, Pavel Terpelets, yes; Roxanne Webster: yes  
Absent: Tarah Loy, Mary Moscato

**Document:** June 16, 2023, Regular Session Minutes

IV. Health Services Executive Qualification

A. Randy Linder, NAB (National Association of Long-Term Care Administrator Boards)

DISCUSSION:

Mr. Linder introduced himself to all board members. Mr. Linder presented the board an in-depth PowerPoint overview of the Health Services Executive Certification pathway, and how it makes it possible for licensees to work in nursing homes, assisted livings, and community home based service organizations with just one designation. Mr. Lindner also emphasized that having the HSE does not take away any of the licensing authority or discipline privileges of the board, and in fact having the HSE in Massachusetts will offer portability across multiple states, and it will draw new talents into the long-term field and in the Commonwealth of Massachusetts.

\*Attached to these July 21, 2023, General Session Minutes is the full PowerPoint presented\*

V. Flex Session:

DISCUSSION:

Mr. Joubert asked board members who will be present at the August 18, 2023, meeting. At this time, all board members will be present.

VI. Adjournment:

ACTION:

Motion to adjourn the General Session and move to Executive Session made by Roxanne Webster seconded by Patrick Stapleton, and passed by Roll Call as follows: Steven Davis: yes; Carolyn Fenn: yes, Nancy Lordan: yes; Sister Jacquelyn McCarthy: yes; Naomi Prendergast: yes; Patrick Stapleton: yes, Pavel Terpelets, yes; Roxanne Webster: yes  
Absent: Tarah Loy, Mary Moscato

The next meeting of the Board of Registration of Nursing Home Administrators is scheduled for Friday, August 18, 2023, at 10:00 AM via WebEx.

Respectfully submitted by:

The Board of Registration of Nursing Home Administrators