

COMMONWEALTH OF MASSACHUSETTS

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

**Friday, June 20, 2025
VIA Zoom Meetings
10:00 AM**

**GENERAL SESSION BOARD MEETING MINUTES
(OPEN SESSION)**

**BOARD MEMEBERS
PRESENT:**

Ms. Kahoney Anderson, N.H.A | Vice Chair
Mr. Stephen Davis | Department of Public Health
Mr. Renato de Leon | Nursing Home Administrator 2
Mr. Babacar Diop | Nursing Home Administrator 3
Ms. Carolyn Fenn | Executive Office of Elder Affairs
Mr. James Lomastro, Ph. D | Educator
Ms. Naomi M. Prendergast | N.H.A | Nursing Home Administrator 4
Mr. Pavel Terpelets | Office of Long-Term Services and Supports

**BOARD MEMEBERS
NOT PRESENT:**

Mr. Patrick J. Stapleton, N.H.A | Board Chair
Sister Jacquelyn McCarthy, N.H.A. | RN
Dr. Malvika Varma, MD| Physician

STAFF PRESENT:

Ms. Kayla Mikalauski | Acting Executive Director, Multi-Boards 2
Ms. Tracy Tam | Acting Executive Director, Multi-Boards 1
Ms. Sheila York | Board Counsel, DPH
Ms. Alexandra Datalo | Program Coordinator, Multi-Boards

I. CALL TO ORDER | DETERMINATION OF QUORUM

At 10:02 AM Ms. Kayla Mikalauski called the meeting to order. Ms. Mikalauski reminded the board members that the meeting would be recorded and asked for a roll call vote to determine quorum. Roll call as follows: Ms. Kahoney Anderson: Present; Mr. Stephen Davis: Present; Mr. Renato de Leon: Present; Mr. Babacar Diop: Present; Ms. Carolyn Fenn: Present; Mr. James Lomastro: Present; Ms. Naomi Prendergast: Present; Mr. Pavel Terpelets: Present. Absent: Sister Jacquelyn McCarthy, Mr. Patrick Stapleton, Dr. Malvika Varma.

II. APPROVAL OF GENERAL SESSION AGENDA | CONFLICT OF INTEREST

Discussion: The Board reviewed the June 20, 2025, General Session Agenda.

Action:

Motion to approve the agenda was made by Ms. Naomi Prendergast, seconded by Ms. Carolyn Fenn, and unanimously passed by roll call vote as follows: Ms. Kahoney Anderson: yes; Mr. Stephen Davis: yes; Mr. Renato de Leon: yes; Mr. Babacar Diop: yes; Ms. Carolyn Fenn: yes; Mr. James Lomastro: yes; Ms. Naomi Prendergast: yes; Mr. Pavel Terpelets: yes. Absent: Sister Jacquelyn McCarthy, Mr. Patrick Stapleton, Dr. Malvika Varma.

Document: June 20, 2025, General Session Agenda

III. **APPROVAL OF MINUTES**

Discussion: The Board reviewed the drafted May 16, 2025, General Session Minutes.

Action:

Motion to approve the minutes was made by Mr. James Lomastro, seconded by Mr. Stephen Davis, and passed by roll call vote as follows: Ms. Kahoney Anderson: yes; Mr. Stephen Davis: yes; Mr. Renato de Leon: yes; Mr. Babacar Diop: abstain; Ms. Carolyn Fenn: yes; Mr. James Lomastro: yes; Ms. Naomi Prendergast: yes; Mr. Pavel Terpelets: yes. Absent: Sister Jacquelyn McCarthy, Mr. Patrick Stapleton, Dr. Malvika Varma.

Document: May 16, 2025, General Session Minutes

IV. **BOARD SEAT ELECTIONS**

A. Board Secretary

Discussion: Ms. Mikalauski stated the board seat election would be deferred to the July 18, 2025, General Session meeting, due to the request that the Board Chair be present for the election.

V. **NAB TESTING POLICY CONVERSATION**

Discussion: Ms. Mikalauski stated she attended the 2025 National Association of Long-Term Care Administrator Boards (NAB) Annual Meeting, during which NAB addressed the change in the testing policy regarding the number of exam attempts a candidate is permitted within one calendar year. Ms. Mikalauski stated that due to a change of testing vendors, NAB currently does not restrict candidates on the number of times they can take the NHA and CORE examinations in a calendar year. Ms. Mikalauski stated NAB plans to revisit this policy at the 2025 Mid-Year Meeting in October, with the possibility of reinstating a limit on the number of exam attempts a candidate is permitted within a 12 month period, as they have seen protentional security risks by allowing candidates unlimited exam attempts. Ms. Mikalauski reminded the board members that NAB authorizes each jurisdiction to determine the number of exam attempts a candidate is permitted to take and Ms. Mikalauski asked if the board would like to adhere to the NAB examination policy, or if the board wishes to determine the amount of examination attempts allowed while applying to be licensed in Massachusetts?

Ms. Prendergast asked if there is any insight into what other states are doing? Ms. Mikalauski stated after speaking to other attendees, she found it to be evenly split, with some states choosing to adhere to the NAB policy and other state boards creating a policy within their jurisdiction. .

Ms. Anderson asked if a candidate fails one of the two required examinations, does NAB require the candidate to retake both examinations or just the failed examination? Ms. Mikalauski stated NAB requires only the failed examination to be retaken.

Mr. Lomastro asked if NAB allows accommodation for an individual with neurodiverse conditions? Ms. Mikalauski stated individuals can file for an ADA accommodation when taking the exam.

Mr. Davis suggested adhering to the NAB policy until after learning more from NAB's 2025 Mid-Year Meeting.

Action:

Motion to adhere to the NAB guidelines on the number of exam attempts a candidate is permitted in a calendar year was made by Ms. Carolyn Fenn, seconded by Mr. Pavel Terpelets, and unanimously passed by roll call vote as follows: Ms. Kahoney Anderson: yes; Mr. Stephen Davis: yes; Mr. Renato de Leon: yes; Mr. Babacar Diop: yes; Ms. Carolyn Fenn: yes; Mr. James Lomastro: yes; Ms. Naomi Prendergast: yes; Mr. Pavel Terpelets: yes. Absent: Sister Jacquelyn McCarthy, Mr. Patrick Stapleton, Dr. Malvika Varma.

VI. ADMINISTRATOR IN TRAINING

A. NHTNE10000123 - Sophia J Robledo

Discussion: Ms. Mikalauski stated the applicant is requesting board approval for a Nursing Home Administrator, licensed under 5 years, to serve as Preceptor for her Administrator in Training curriculum.

Ms. York referred to board regulation 245 CMR 3.02: Pre-licensure Completion of an Administrator in Training Program (1) AIT Program Requirements (b) Preceptor has practiced as a full-time nursing home administrator for at least five years immediately preceding the preceptorship, and Ms. York stated the board does not have the jurisdiction to overrule this regulation.

Action:

Motion to deny the applicants Preceptor request due to non-compliance with regulation 245 CMR 3.02: (1)(b) was made by Ms. Carolyn Fenn, seconded by Mr. Stephen Davis, and unanimously passed by roll call vote as follows: Ms. Kahoney Anderson: yes; Mr. Stephen Davis: yes; Mr. Renato de Leon: yes; Mr. Babacar Diop: yes; Ms. Carolyn Fenn: yes; Mr. James Lomastro: yes; Ms. Naomi Prendergast: yes; Mr. Pavel Terpelets: yes. Absent: Sister Jacquelyn McCarthy, Mr. Patrick Stapleton, Dr. Malvika Varma.

VIII. FLEX SESSION

Discussion: Ms. Mikalauski asked for attendance at the next board meeting scheduled for July 18, 2025? Mr. Davis stated he will not be able to attend the July 18, 2025, board meeting. All other board members in attendance confirmed their availability.

XI. EXECUTIVE SESSION

Discussion: The board will meet in Executive Session as authorized pursuant to M.G.L. c.30A, § 21(a)(1) for the purpose of discussing the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual. 1. Specifically, the board will meet in executive session to approve prior executive session minutes, staff assignments, complaints and decide whether to close cases presented or discipline licensees. The board will not reconvene in open session subsequent to the closed session.”

Action:

Motion to move into the Executive Session meeting was made by Mr. Pavel Terpelets, seconded by Mr. James Lomastro, and unanimously passed by roll call vote as follows: Ms. Kahoney Anderson: yes; Mr. Stephen Davis: yes; Mr. Renato de Leon: yes; Mr. Babacar Diop: yes; Ms. Carolyn Fenn: yes; Mr. James Lomastro: yes; Ms. Naomi Prendergast: yes; Mr. Pavel Terpelets: yes. Absent: Sister Jacquelyn McCarthy, Mr. Patrick Stapleton, Dr. Malvika Varma.

XII. ADJOURNMENT

ACTION:

Motion to adjourn the General Session meeting was made by Mr. Pavel Terpelets, seconded by Mr. James Lomastro, and unanimously passed by roll call vote as follows: Ms. Kahoney Anderson: yes; Mr. Stephen Davis: yes; Mr. Renato de Leon: yes; Mr. Babacar Diop: yes; Ms. Carolyn Fenn: yes; Mr. James Lomastro: yes; Ms. Naomi Prendergast: yes; Mr. Pavel Terpelets: yes. Absent: Sister Jacquelyn McCarthy, Mr. Patrick Stapleton, Dr. Malvika Varma.

The next meeting of the Board of Registration of Nursing Home Administrators is scheduled for Friday, July 18, 2025, at 10:00 AM via Zoom Meetings.

Let the records show the meeting adjourned at 10:21 AM

Respectfully submitted by:

The Board of Registration of Nursing Home Administrators