COMMONWEALTH OF MASSACHUSETTS

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

Friday, June 26, 2026
VIA Zoom Meetings
9:30 AM

GENERAL SESSION BOARD MEETING MINUTES
(OPEN SESSION)

BOARD MEMBERS PRESENT:	Ms. Kahoney Anderson, N.H.A | Vice Chair Ms. Lorene Begley | RN Mr. Scott Brewer | Nursing Home Administrator 4 Mr. Stephen Davis | Department of Public Health Mr. Renato de Leon | Nursing Home Administrator 2 Dr. James DiResta | Public Member 2 Ms. Carolyn Fenn | Executive Office of Elder Affairs Dr. James Lomastro, Ph. D | Public Member | Board Secretary Mr. Pavel Terpelets | Office of Long-Term Services and Supports Dr. Malvika Varma, MD | Physician
BOARD MEMBERS NOT PRESENT:	Mr. Patrick J. Stapleton, N.H.A | Board Chair
STAFF PRESENT:	Ms. Kayla Mikalauskis | Executive Director, Multi-Boards 2, DPH Ms. Tracy Hellmer | Executive Director, Multi-Boards 1, DPH Ms. Alexandra Datalo | Research Analyst, Multi-Boards, DPH Ms. Judith Bromley | Board Counsel, DPH

I. CALL TO ORDER | DETERMINATION OF QUORUM

At 9:33 AM, Ms. Kayla Mikalauskis, Executive Director, called the meeting to order, reminded the board members that the meeting was being recorded and asked for a roll call vote to determine quorum. Roll call as follows: Ms. Kahoney Anderson: present; Ms. Lorene Begley: present; Mr. Stephen Davis: present; Mr. Renato de Leon: present; Dr. James DiResta: present; Ms. Carolyn Fenn: present; Dr. James Lomastro: present; Mr. Pavel Terpelets: present; Dr. Malvika Varma: present. Absent: Mr. Scott Brewer, Mr. Patrick Stapleton.

II. APPROVAL OF GENERAL SESSION AGENDA

Discussion: The Board reviewed the June 26, 2026, General Session Agenda.

Action:

Motion to approve the agenda as written was made by Ms. Carolyn Fenn, seconded by Mr. Renato de Leon, and was passed by roll call vote as follows: Ms. Kahoney Anderson: yes; Ms. Lorene Begley: yes; Mr. Stephen Davis: yes; Mr. Renato de Leon: yes; Dr. James DiResta: yes; Ms. Carolyn Fenn: yes; Dr. James Lomastro: yes; Mr. Pavel Terpelets: yes; Dr. Malvika Varma: yes. Absent: Mr. Scott Brewer, Mr. Patrick Stapleton.

Document: June 26, 2026, General Session Agenda

III. APPROVAL OF MINUTES

Discussion: The Board reviewed the drafted May 15, 2026, General Session Minutes.

Action:
Motion to approve the minutes as written was made by Dr. James Lomastro, seconded by Mr. Renato de Leon, and was passed by roll call vote as follows: Ms. Kahoney Anderson: yes; Ms. Lorene Begley: yes; Mr. Stephen Davis: yes; Mr. Renato de Leon: yes; Dr. James DiResta: yes; Ms. Carolyn Fenn: yes; Dr. James Lomastro: yes; Mr. Pavel Terpelets: yes; Dr. Malvika Varma: yes. Absent: Mr. Scott Brewer, Mr. Patrick Stapleton.

Document: May 15, 2026, General Session Minutes

Mr. Scott Brewer joined the meeting at 9:41 AM

IV. RECIPROCITY APPLICATION DISCUSSION

A. Potential changes made to reflect 245 CMR 3.04

Discussion: Ms. Mikalauskis stated that the current Nursing Home Administrator reciprocity application requirements do not align with the requirements stated in Board regulation 245 CMR 3.04, Licensure by Reciprocity. Ms. Mikalauskis explained the purpose of a reciprocity application is to allow licensed professionals to obtain licensure in Massachusetts based on their existing license and qualifications, and to ensure consistency with the regulation, she requested the board to review the application will be revised and approve the revisions to eliminate the requirements for official transcripts, a résumé, and personal and professional references. Ms. Mikalauskis stated that all other application requirements will remain the same, including official license verifications, NAB examination scores, proof of completion of an Administrator-in-Training program, a letter signed by the applicant's Physician attesting to the applicant's good mental and physical health, and a Massachusetts Department of Criminal Justice Information Services background check.

Dr. Lomastro asked if the Board requires a CORI check from the state in which the applicant is currently licensed? Ms. Bromley stated the Board has the authority to run a Massachusetts Department of Criminal Justice Information Services background check and an applicant is required to inform the Board of all criminal and professional history within the United States and any other foreign jurisdiction.

Action: Motion to implement Board Regulation 245 CMR 3.04 License revisions to the current by Reciprocity application requirements was made by Dr. James Lomastro, seconded by Mr. Renato de Leon, and was passed by roll call vote as follows: Ms. Kahoney Anderson: yes; Ms. Lorene Begley: yes; Mr. Scott Brewer: yes; Mr. Stephen Davis: yes; Mr. Renato de Leon: yes; Dr. James DiResta: yes; Ms. Carolyn Fenn: yes; Dr. James Lomastro: yes; Mr. Pavel Terpelets: yes; Dr. Malvika Varma: yes. Absent: Mr. Patrick Stapleton.

V. AUDIT OF 2026 CE RENEWAL DISCUSSION

Discussion: Ms. Mikalauskis stated that the Board has not conducted an audit of continuing education renewal requirements since COVID-19 and asked if the Board would like to resume the audit process for the 2026 renewal cycle to ensure licensee compliance with the Board's CE requirements. Ms. Mikalauskis stated the audit would be conducted using a random selection process and administered by Board staff.

Action: Motion to implement an audit of the 2026 renewal CE requirement was made by Ms. Carolyn Fenn, seconded by Dr. James Lomastro, and was passed by roll call vote as follows: Ms. Kahoney Anderson: yes; Ms. Lorene Begley: yes; Mr. Scott Brewer: yes; Mr. Stephen Davis: yes; Mr. Renato de Leon: yes; Dr. James DiResta: yes; Ms. Carolyn Fenn: yes; Dr. James Lomastro: yes; Mr. Pavel Terpelets: yes; Dr. Malvika Varma: yes. Absent: Mr. Patrick Stapleton.

VI. CREATION OF A SUB-COMMITTEE DISCUSSION

A. Regulation review and updates

Discussion: Ms. Mikalauskis stated that the Board of Registration of Nursing Home Administrators' regulations are scheduled to be opened for review and amendment in 2027 and Ms. Mikalauskis explained that this process will require the formation of a Nursing Home Administrators Sub-Committee, which will meet separately from the Board's monthly meetings to review and update the regulations, and bring back to the full board for further discussion and review. Ms. Mikalauskis then asked which Board members would be available to serve on the Sub-Committee, with the first meeting scheduled for July 16, 2026, at 1:00 p.m.

The following Board members agreed to serve on the Sub-Committee Board, Ms. Kahoney Anderson, Ms. Lorene Begley, Mr. Scott Brewer, Mr. Renato de Leon, Ms. Carolyn Fenn and Dr. James Lomastro.

VII. FLEX SESSION

A. Attendance at Next Board Meeting

Discussion: Ms. Mikalauskis requested confirmation of attendance for the next Board meeting scheduled for July 17, 2026? Mr. Davis stated he is unavailable to attend and all other board members in attendance confirmed their availability.

VIII. 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:
At 9:53 AM, a motion to move into the Executive Session meeting was made by Ms. Carolyn Fenn, seconded by Mr. Stephen Davis, and was passed by roll call vote as follows: Ms. Kahoney Anderson: yes; Ms. Lorene Begley: yes; Mr. Scott Brewer: yes; Mr. Stephen Davis: yes; Mr. Renato de Leon: yes; Dr. James DiResta: yes; Ms. Carolyn Fenn: yes; Dr. James Lomastro: yes; Mr. Pavel Terpelets: yes; Dr. Malvika Varma: yes. Absent: Mr. Patrick Stapleton.

IX. 65C SESSION

Action:
At 9:53 AM, a motion to move into the Executive Session meeting was made by Ms. Carolyn Fenn, seconded by Mr. Stephen Davis, and was passed by roll call vote as follows: Ms. Kahoney Anderson: yes; Ms. Lorene Begley: yes; Mr. Scott Brewer: yes; Mr. Stephen Davis: yes; Mr. Renato de Leon: yes; Dr. James DiResta: yes; Ms. Carolyn Fenn: yes; Dr. James Lomastro: yes; Mr. Pavel Terpelets: yes; Dr. Malvika Varma: yes. Absent: Mr. Patrick Stapleton.

X. ADJOURNMENT

Action:
At 9:53 AM, a motion to adjourn the June 26, 2026, General Session meeting was made by Mr. Patrick Stapleton, seconded by Mr. Renato de Leon, and was passed by roll call vote as follows: Ms. Kahoney Anderson: yes; Ms. Lorene Begley: yes; Mr. Scott Brewer: yes; Mr. Stephen Davis: yes; Mr. Renato de Leon: yes; Dr. James DiResta: yes; Ms. Carolyn Fenn: yes; Dr. James Lomastro: yes; Mr. Pavel Terpelets: yes; Dr. Malvika Varma: yes. Absent: Mr. Patrick Stapleton.

Let the records show the meeting adjourned at 9:53 AM

The next meeting of the Board of Registration of Nursing Home Administrators is scheduled for Friday, July 17, 2026, at 9:30 AM via Zoom Meetings.

Respectfully submitted by:
The Board of Registration of Nursing Home Administrators