**COMMONWEALTH OF MASSACHUSETTS**

**BOARD OF REGISTRATION OF NURSING HOME ADMINISTRATORS**

**BOARD MEETING**

**250 Washington Street**

**Boston, MA 02108**

**Friday, March 15, 2024**

**VIA WebEx**

**REGULAR SESSION MINUTES**

**(OPEN SESSION)**

Board Members

Present: Patrick J. Stapleton, N.H.A | Board Chair

Stephen Davis | Department of Public Health

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

Pavel Terpelets | Office of Long-Term Services and Supports

Sister Jacquelyn McCarthy, N.H.A. | Nursing Home Administrator 2

Roxanne Webster, R.N. | Registered Nurse

Board Members

Not Present: Carolyn Fenn | Executive Office of Elder Affairs

Nancy Lordan, N.H.A**.** | Nursing Home Administrator 3

Staff Present:

Steven Joubert | Executive Director – Multi-Boards, BHPL

Kayla Mikalauskis | Management Analyst II, Multi-Boards

Tracy Tam |Assistant Executive Director, Multi-Boards

Heather Engman | Chief Board Counsel

Judith Bromley | Board Counsel

Staff Not Present: N/A

1. 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; James Lomastro: present; Sister McCarthy: present; Naomi Prendergast: present; Patrick Stapleton: present, Pavel Terpelets: Present, Roxanne Webster: present.

Absent: Carolyn Fenn, Nancy Lordan

1. Conflict of Interest | Approval of Regular Session Agenda  
   The Board reviewed the March 15, 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 Naomi Prendergast, and a unanimous decision by roll call as follows: Kahoney Anderson: yes; Steven Davis: yes; James Divver: yes; James Lomastro: yes; Sister McCarthy: yes; Naomi Prendergast: yes; Patrick Stapleton: yes, Pavel Terpelets: yes, Roxanne Webster: yes.

Absent: Carolyn Fenn, Nancy Lordan

**Document**: March 15, 2024, Regular Session Agenda

1. Approval of Regular Session Minutes

The Board reviewed the February 16, 2024, Regular Session Minutes.

DISCUSSION:  
Mr. Joubert asked for a motion to approve the February General Session Minutes when ready.   
  
ACTION:  
Motion by Patrick Stapleton to approve the February 16, 2024, General Session Minutes s by James Divver seconded by James Lomastro and a decision by roll call as follows: Kahoney Anderson: yes; Steven Davis: yes; James Divver: yes; James Lomastro: yes; Sister McCarthy: yes; Naomi Prendergast: yes; Patrick Stapleton: yes, Pavel Terpelets: yes, Roxanne Webster: yes.

Absent: Carolyn Fenn, Nancy Lordan

**Document**: February 16, 2024, Regular Session Minutes

1. Continuing Education Application:

DISCUSSION:

Mr. Joubert shared the application with the board members for review. After reviewing the application the board decided to approve the Long-Term Care Finance Association Innovative Solutions for Survival for 3 CEUs credits.

ACTION:  
Motion by Roxanne Webster to approve the Long-Term Care Finance Association seconded by James Divver and a decision by roll call as follows: Kahoney Anderson: yes; Steven Davis: yes; James Divver: yes; James Lomastro: yes; Sister McCarthy: yes; Naomi Prendergast: yes; Patrick Stapleton: yes, Pavel Terpelets: yes, Roxanne Webster: yes.

Absent: Carolyn Fenn, Nancy Lordan

1. Flex Session:

DISCUSSION:

Mr. Joubert asked the board members who would be present at the March meeting? At this time all board members will be present.

1. Adjournment:

ACTION:  
Motion by James Lomastro to adjourn the General Session meeting and go into the Executive Session meeting seconded by James Divver, and a unanimous decision by roll call as follows: Kahoney Anderson: yes; Steven Davis: yes; James Divver: yes; James Lomastro: yes; Sister McCarthy: yes; Naomi Prendergast: yes; Patrick Stapleton: yes, Pavel Terpelets: yes, Roxanne Webster: yes.

Absent: Carolyn Fenn, Nancy Lordan

The next meeting of the Board of Registration of Nursing Home Administrators is scheduled for Friday, April 19, 2024, at 10:00 AM via WebEx.

Let the records show the meeting adjourned at 10:22am

Respectfully submitted by:

The Board of Registration of Nursing Home Administrators