**COMMONWEALTH OF MASSACHUSETTS**

**BOARD OF REGISTRATION OF NURSING HOME ADMINISTRATORS**

**BOARD MEETING**

**250 Washington Street**

**Boston, MA 02108**

**Friday, November 20, 2024**

**VIA WebEx**

**REGULAR SESSION MINUTES**

**(OPEN SESSION)**

Board Members

Present:

James Divver, LNHA | Public Member

Kahoney Anderson, N.H.A | Nursing Home Administrator 1

Pavel Terpelets | Office of Long-Term Services and Supports

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

Carolyn Fenn | Executive Office of Elder Affairs

Naomi M. Prendergast | N.H.A | Nursing Home Administrator 4

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

James Lomastro, Ph. D | Educator

Board Members

Not Present: Dr. Malvika Varma, MD| Physician

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

Stephen Davis | Department of Public Health

Staff Present:

Steven Joubert | Executive Director – Multi-Boards, BHPL

Kayla Mikalauskis | Management Analyst II, Multi-Boards

Tracy Tam |Assistant Executive Director, Multi-Boards

Lauren McShane| Chief Board Investigator

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. Stapleton asked Mr. Joubert to facilitate today’s board meeting, Mr. Joubert agreed to the request. 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; James Divver: Present; Carolyn Fenn: Present, Sister Jacquelyn McCarthy: Present; James Lomastro: Present; Naomi Prendergast: Present; Patrick Stapleton: Present; Pavel Terpelets: Present.

Absent: Stephen Davis, Nancy Lordan, Dr. Malvika Varma

1. Conflict of Interest | Approval of Regular Session Agenda  
   The Board reviewed the November 20, 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 Jacquelyn McCarthy and a unanimous decision by Roll Call as follows: Kahoney Anderson: yes; James Divver: yes; Carolyn Fenn: yes, Sister Jacquelyn McCarthy: yes; James Lomastro: yes; Naomi Prendergast: yes; Patrick Stapleton: yes; Pavel Terpelets: yes.

Absent: Stephen Davis, Nancy Lordan, Dr. Malvika Varma

**Document**: November 20, 2024, Regular Session Agenda

1. Approval of Regular Session Minutes

The Board reviewed the October 18, 2024, Regular Session Minutes.

DISCUSSION:  
Mr. Joubert asked for a motion to approve the October General Session Minutes when ready.  
  
ACTION:  
Motion by James Divver to approve the October 18, 2024, General Session Minutes seconded by Naomi Prendergast and a decision by Roll Call as follows: Kahoney Anderson: yes; James Divver: yes; Carolyn Fenn: yes, Sister Jacquelyn McCarthy: yes; James Lomastro: yes; Naomi Prendergast: yes; Patrick Stapleton: yes; Pavel Terpelets: yes.

Absent: Stephen Davis, Nancy Lordan, Dr. Malvika Varma

**Document**: October 18, 2024, Regular Session Minutes

1. Flex Session:

Mr. Joubert asked board members who would be present at the December 20, 2024, board meeting? At this time all board members will be present.

1. Adjournment:

ACTION:  
Motion by Patrick Stapleton 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; James Divver: yes; Carolyn Fenn: yes, Sister Jacquelyn McCarthy: yes; James Lomastro: yes; Naomi Prendergast: yes; Patrick Stapleton: yes; Pavel Terpelets: yes.

Absent: Stephen Davis, Nancy Lordan, Dr. Malvika Varma

The next meeting of the Board of Registration of Nursing Home Administrators is scheduled for Friday, December 20, 2024, at 10:00 AM via WebEx.

Let the records show the meeting adjourned at 10:38am

Respectfully submitted by:

The Board of Registration of Nursing Home Administrators