

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

**Friday, October 18, 2024  
VIA WebEx**

**REGULAR SESSION MINUTES  
(OPEN SESSION)**

Board Members

Present:

James Divver, LNHA | Public Member  
Roxanne Webster, R.N. | Registered Nurse  
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  
Malvika Varma, MD | Physician  
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

Board Members

Not Present:

James Lomastro, Ph. D | Educator  
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 Mikalauski | Management Analyst II, Multi-Boards  
Tracy Tam | Assistant Executive Director, Multi-Boards  
Judith Bromley | Board Counsel

Staff Not Present:

N/A

I. Call to Order | Determination of Quorum:

Mr. Stapleton welcomed the board members to the meeting. Mr. 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; James Divver: Present; Carolyn Fenn: Present, Naomi Prendergast: Present; Patrick Stapleton: Present; Pavel Terpelets: Present; Malvika Varma: Present; Roxanne Webster: Present.

Absent: Stephen Davis, James Lomastro, Nancy Lordan

II. Conflict of Interest | Approval of Regular Session Agenda

The Board reviewed the October 18, 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 Roxanne Webster and a unanimous decision by Roll Call as follows: Kahoney Anderson: yes; James Divver: yes; Carolyn Fenn: yes, Naomi Prendergast: yes; Patrick Stapleton: yes; Pavel Terpelets: yes; Malvika Varma: yes; Roxanne Webster: yes.

Absent: Stephen Davis, James Lomastro, Nancy Lordan

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

III. Approval of Regular Session Minutes

The Board reviewed the September 20, 2024, Regular Session Minutes.

DISCUSSION:

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

ACTION:

Motion by James Divver to approve the September 20, 2024, General Session Minutes seconded by Roxanne Webster and a decision by Roll Call as follows: Kahoney Anderson: yes; James Divver: yes; Carolyn Fenn: abstain, Naomi Prendergast: abstain; Patrick Stapleton: yes; Pavel Terpelets: yes; Malvika Varma: yes; Roxanne Webster: yes.

Absent: Stephen Davis, James Lomastro, Nancy Lordan

**Document:** September 20, 2024, Regular Session Minutes

\*Sister McCarthy joined at 10:08am\*

IV. Continuing Education:

DISCUSSION:

Ms. Kahoney Anderson states she has reviewed the Fenway Community Health Center. Ms. Anderson states after reviewing they do meet the requirements for the CEUs and would recommend approving the Associations request.

Ms. Nancy Lordan also states that they have deem status with the board.

ACTION:

Motion by Roxanne Webster to approve CEU Application, seconded by James Divver and a decision by Roll Call as follows: Kahoney Anderson: yes; James Divver: yes; Carolyn Fenn: yes, Naomi Prendergast: yes; Patrick Stapleton: yes; Pavel Terpelets: yes; Malvika Varma: yes; Roxanne Webster: yes.

Absent: Stephen Davis, James Lomastro, Nancy Lordan

V. Flex Session:

Mr. Joubert asked board members who would be present at the November 15, 2024, board meeting? At this time all board members will be present besides Roxanne Webster and Malvika Varma.

VI. Adjournment:

ACTION:

Motion by James Divver to adjourn the General Session meeting and go into the Executive Session meeting seconded by Roxanne Webster, and a unanimous decision by Roll Call as follows: Kahoney Anderson: yes; James Divver: yes; Carolyn Fenn: yes, Naomi Prendergast: yes; Patrick Stapleton: yes; Pavel Terpelets: yes; Malvika Varma: yes; Roxanne Webster: yes.

Absent: Stephen Davis, James Lomastro, Nancy Lordan

The next meeting of the Board of Registration of Nursing Home Administrators is scheduled for Friday, November 15, 2024, at 10:00 AM via WebEx.

Let the records show the meeting adjourned at 10:58am

Respectfully submitted by:

The Board of Registration of Nursing Home Administrators

