

COMMONWEALTH OF MASSACHUSETTS

BOARD OF REGISTRATION OF NURSING HOME ADMINISTRATORS

THIS AGENDA CONSTITUTES NOTICE OF THE REGULARLY SCHEDULED MEETING OF THE BOARD OF REGISTRATION OF NURSING HOME ADMINISTRATORS IN COMPLIANCE WITH THE OPEN MEETING LAW, M.G.L. c. 30A, § 20

Friday, January 15, 2021
10:00 a.m.

General Session will be held via WebEx at:

<https://statema.webex.com/statema/j.php?MTID=m1e70c7c041df39d79b963c9161d6e37b>

Call-In Telephone number 1-866-692-3580 (toll-free)

Meeting Number/Access Code: 178 222 0010

Meeting Password: fVMbHa9B99h

All Votes Must Be Via Roll Call

Agenda

Time	Item #	Item	Exhibits	Staff Contact
10:00 a.m.	I	Call to Order Determination of Quorum Notice of Electronic Recording		Board Chair
	II	Conflict of Interest Approval of Regular Session Agenda	Draft Agenda	Board
	III	Approval of Minutes of Regularly Scheduled Meeting A. November 20, 2020 B. December 18, 2020	Draft Minutes	Board
	IV	Open Investigations: Triage(s): N/A Staff Assignment(s): N/A Complaint(s): N/A	N/A	
	V	AIT Application: Seeking Credits A. Zachary E. Goldman	Application	Mary Moscato
	VI	CEU Vendor Renewal Application A. Berkshire Area Health Education Center	Application	Mary Moscato

Time	Item #	Item	Exhibits	Staff Contact
	VII	Flex Session A. Announcements/Discussions B. Topics for the next Agenda	Verbal	ED
	VIII	Executive Session (Roll call vote) 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 consider approving prior executive session minutes in accordance with M.G.L. ch.30A, § 22(a) for previous executive sessions of the Board. 2. Finally, the Board will discuss complaints or charges brought against a Licensee or Licensees. The Board will not reconvene in open session subsequent to the closed session(s).	Closed Session	Board Chair
	IX	65C Session: N/A		Board Counsel
	X	Adjudicatory Session: N/A		Board Counsel
2:00 p.m.	XI	Adjournment: Next Board meeting scheduled for February 19, 2021		Board

COMMONWEALTH OF MASSACHUSETTS

BOARD OF REGISTRATION OF NURSING HOME ADMINISTRATORS
BOARD MEETING
Friday, January 15, 2021
VIA WebEx

239 Causeway Street - 4th floor, Room 417A/B
Boston, MA 02114

(OPEN SESSION)
MINUTES

Board Members

Present:

William J. Graves, N.H.A., Chair | Nursing Home Administrator 1
Sherman Lohnes, Vice-Chair | Department of Public Health
Mary K. Moscato, N.H.A., Secretary | Hospital Administrator
Carolyn Fenn | Executive Office of Elder Affairs
Nancy Lordan, N.H.A. | Nursing Home Administrator 3
Sister Jacquelyn McCarthy, N.H.A. | Nursing Home Administrator 2
Naomi M. Prendergast | N.H.A | Nursing Home Administrator 4
Patrick J. Stapleton, N.H.A. | Nursing Home Administrator 5 (Non-Proprietary Nursing Home)
Pavel Terpelets | Office of Long Term Services and Supports
Roxanne Webster, R.N. | Registered Nurse

Board Members

Not Present:

None.

Staff Present:

Steven Joubert | Executive Director – Multi-Boards, BHPL
Karen Geoghegan | Assistant Executive Director - Multi-Boards, BHPL
Mary Strachan | Board Counsel - Office of the General Counsel, DPH
James Neal | Office Support Specialist – Multi-Boards, BHPL

I. Call to Order | Determination of Quorum:

Mr. William Graves, Board Chair, called the meeting of the Board of Registration of Nursing Home Administrators to order at 10:03 A.M. and provided verbal notice of recording. A quorum was established with members present via WebEx via roll call as follows: Carolyn Fenn: present; William Graves: present; Sherman Lohnes: present; Nancy Lordan: present; Sr. Jacquelyn McCarthy: present; Mary K. Moscato: present; Naomi M. Prendergast: present; Patrick J. Stapleton: present; Pavel Terpelets: present; Roxanne Webster: present. Absent: None.

II. Conflict of Interest | Approval of Regular Session Agenda
Mr. Graves asked members to review the agenda.

DISCUSSION:

None.

ACTION:

Motion by Ms. Naomi Prendergast to approve the agenda as presented, seconded by Ms. Roxanne Webster and unanimously approved by roll-call vote as follows: Carolyn Fenn: yes; William Graves: yes; Sherman Lohnes: yes; Nancy Lordan: yes; Sr. Jacquelyn McCarthy: yes; Mary K. Moscato: yes; Naomi M. Prendergast: yes; Patrick J. Stapleton: yes; Pavel Terpelets: yes; Roxanne Webster: yes. Absent: None.

Document: January 15, 2021 Draft Agenda

III. Approval of Minutes

A. November 20, 2020

DISCUSSION:

None.

ACTION:

Motion by Sr. Jacquelyn McCarthy to approve the November 20, 2020 minutes as presented, seconded by Ms. Mary Moscato and unanimously approved by roll-call vote as follows: Carolyn Fenn: yes; William Graves: yes; Sherman Lohnes: yes; Nancy Lordan: yes; Sr. Jacquelyn McCarthy: yes; Mary K. Moscato: yes; Naomi M. Prendergast: yes; Patrick J. Stapleton: yes; Pavel Terpelets: yes; Roxanne Webster: yes. Absent: None.

B. December 18, 2020

DISCUSSION:

None.

ACTION:

Motion by Ms. Moscato to approve the December 18, 2020 minutes as presented, seconded by Ms. Webster and unanimously approved by roll-call vote as follows: Carolyn Fenn: yes; William Graves: yes; Sherman Lohnes: yes; Nancy Lordan: yes; Sr. Jacquelyn McCarthy: yes; Mary K. Moscato: yes; Naomi M. Prendergast: yes; Patrick J. Stapleton: yes; Pavel Terpelets: yes; Roxanne Webster: yes. Absent: None.

IV. Open Investigations: N/A

V. Licensing Applications – Seeking Credit

A. Zachary E. Goldman

Executive Director, Mr. Steven Joubert and Ms. Moscato explained that Board staff erroneously approved this applicants' request for an AIT. While the applicant does have a Masters' Degree in public health, the concentration was *environmental health* though he does have courses in administration management. The

applicant requested his AIT and staff sent him a letter approving him for credit, but did not specify how many hours of credit awarded. He contacted the Board to ask what credit he had received and the error was discovered. In communication with the applicant, staff learned that he had begun his AIT upon receiving the approval letter.

DISCUSSION:

Ms. Webster stated that while he had a Masters' Degree, he did not request credit; additionally, his degree is not in one of the approved fields. Both of these things would disqualify him from a waiver. She stated that he would need to complete his AIT for six months using the start date that was approved by the Board. Mr. Graves agreed.

ACTION:

Motion to accept the applicant's initial date of AIT approval with the stipulation that he must complete the six-month program by Ms. Webster, seconded by Mr. Sherman Lohnes and unanimously approved by roll-call vote as follows: Carolyn Fenn: yes; William Graves: yes; Sherman Lohnes: yes; Nancy Lordan: yes; Sr. Jacquelyn McCarthy: yes; Mary K. Moscato: yes; Naomi M. Prendergast: yes; Patrick J. Stapleton: yes; Pavel Terpelets: yes; Roxanne Webster: yes. Absent: None. Recused: None, Abstained: None.

VI. CEU Vendor Application

A. Berkshire Area Health Education Center

DISCUSSION:

Ms. Moscato stated that it looked like a good program. She had one clarifying comment; noting that the CEUs listed (4.8) did not seem accurate for one of the programs as it was only a four hour program. Mr. Joubert calculated out the hours and agreed. She recommended that the three courses be approved for 1.5, 4.0, and 1.5 CEUs respectively.

ACTION:

Motion to approve Ms. Moscato's recommendation for CEUs by Sr. McCarthy, seconded by Ms. Naomi Prendergast and unanimously approved by roll-call vote as follows: Carolyn Fenn: yes; William Graves: yes; Sherman Lohnes: yes; Nancy Lordan: yes; Sr. Jacquelyn McCarthy: yes; Mary K. Moscato: yes; Naomi M. Prendergast: yes; Patrick J. Stapleton: yes; Pavel Terpelets: yes; Roxanne Webster: yes. Absent: None. Recused: None, Abstained: None.

VII. Flex Session

A. Announcements:

None.

B. Topics for Next Session:

None.

VIII. M. G. L. c. 30A, §21 Executive Session:

Motion by Ms. Prendergast to move into Executive Session at 10:17 A.M., seconded by Ms. Nancy Lordan and unanimously approved by roll call vote as follows: Carolyn Fenn: yes; William Graves: yes; Sherman

Lohnes: yes; Nancy Lordan: yes; Sr. Jacquelyn McCarthy: yes; Mary K. Moscato: yes; Naomi M. Prendergast: yes; Patrick J. Stapleton: yes; Pavel Terpelets: yes; Roxanne Webster: yes. Absent: None. Recused: None, Abstained: None.

IX. Adjournment:

The Board did not reconvene in Open Session following Executive Session.

The next meeting of the Board of Registration of Nursing Home Administrators is scheduled for Friday, February 19, 2021 at 10:00 A.M. via WebEx.

Respectfully submitted:

The Board of Registration of Nursing Home Administrators