

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**

**Thursday, June 19, 2014
10:00 a.m.**

**239 Causeway Street ~ 4th Floor ~ Room 417A
Boston, Massachusetts 02114**

Agenda

Time	Item #	Item	Exhibits	Staff Contact
10:00 a.m.	I.	Call to Order Determination of Quorum		
	II.	Approval of Agenda	Draft Agenda	
	III.	Approval of Minutes of Regularly Scheduled Meeting A. May 15, 2014 Board Meeting	Draft Minutes	

	<p>IV.</p>	<p>Administrator in Training</p> <p>A. <u>Request for Administrator in Training Approval</u></p> <p>1. <u>Hollingshead, Matthew</u> Facility: Linden Ponds-Hingham Preceptor: James Centola- NH5094</p> <p>2. <u>Dufresne, Kaethe</u> Facility: Kimwell Nursing Home-Fall River Preceptor: Lisa Coppola- NH5066</p> <p>3. <u>Stamatopoulos, James</u> Facility: The Boston Home-Boston Preceptor: Marva Serotkin-NH2044</p>		
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	<p>V.</p>	<p>B. <u>Request for Administrator in Training Credit</u></p> <ol style="list-style-type: none"> 1. <u>Valletti, Tracy</u> Facility: Essex Park Health Care Center-Beverly Preceptor: Frank Silvia- NH2446 <p>C. <u>Request for Administrator in Training Change of Preceptor</u> None</p> <p>D. <u>Administrator in Training Mid-Point Review</u></p> <ol style="list-style-type: none"> 1. <u>Johnson, Eric</u> Facility: Roscommon Extended Care Center-West Roxbury Preceptor: Brian Freedman-NH2864 <p>E. <u>Administrator in Training Final/Completion Review</u></p> <ol style="list-style-type: none"> 1. <u>Johnson, Eric</u> Facility: Roscommon Extended Care Center-West Roxbury Preceptor: Brian Freedman-NH2864 2. <u>Churchill, Linda</u> Facility: D'Youville Senior Care-Lowell Preceptor: Andrea Rathbone-NH3221 3. <u>Sullivan, Marie</u> Facility: Oxford Rehabilitation and Nursing Center-Haverhill Preceptor: Gina M. Queiros- NH3001 4. <u>Marguiles, Andrea</u> Facility: Chelsea Jewish Nursing Home-Chelsea Preceptor: Phil S. Sher- NH1576 5. <u>Septimus, Shmuel</u> Facility: Braemoor Rehabilitation and Nursing Center-Brockton Preceptor: Dave Carboneau- NH1923 6. <u>Mustapha, Bolaji</u> Facility: Buckley healthcare Center-Greenfiled Preceptor: Thompson, Edin- NH5120 	<p>Applications and related documents</p>	
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	VI.	Review of Application for Initial Licensure None	None	MP/IH
	VII.	Review of Applications for Licensure by Reciprocity A. <u>Alaimo, Stephen</u> (licensed in ME and NH)	None	
	VIII.	Review of Applications for License Reactivation (within 3 years of license expiration) A. <u>Williams, Susan</u> <u>NH5230</u> <u>Expired: (06/30/2012)</u>	Reactivation Applications and supporting documents	
	IX.	Review of Applications for License Reactivation (more than 3 years since license expiration) None	None	
	X.	Triage None	None	
	XI.	Appearance before the Board A. <u>SA-INV-4608</u> Guthrie, Trent NH5212 (Exp: 6/30/14) B. <u>SA-INV-5053</u> Waterman, Chad NH14499811	Investigation reports and supporting documents	PB/IH PB/IH
	XII.	Staff Assignments A. <u>SA-INV-4329</u> Madigan, David NH879 (Exp: 6/30/14) B. <u>SA-INV-4116</u> Gillis, Andrew NH3352 (Exp: 6/30/14) C. <u>SA-INV-3291</u> Gillis, Andrew NH3352 (Exp: 6/30/14)	Investigation reports and supporting documents	PB/IH PB/IH PB/IH
	XIII.	Docketed Complaints None	None	

	XVI.	Other Business/Announcements A. <u>Announcement</u> : Interchange Secure File and Email Delivery System for Board Materials B. <u>Update</u> : Random CEU Audit C. <u>Discussion</u> : Revision of Regulations D. <u>Discussion</u> : Removal of Reprimand from a licensee's record	Interchange File Transfer Quick Start Instructions Copy of Board's Regulations	IH IH
	XVII.	Flex Session A. Topics for the next Agenda		
11:00 a.m.	XVIII.	Executive Session (Roll call vote) The Board will meet in Executive Session 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. The Board will not reconvene in open session.	Closed Session	
	XIX.	M.G.L. c. 112, § 65C Session None	None	
	XX.	Adjudicatory Session None	None	
2:00 p.m.	XXI.	Adjournment		

COMMONWEALTH OF MASSACHUSETTS

BOARD OF REGISTRATION OF NURSING HOME ADMINISTRATORS

BOARD MEETING

Thursday, June 19, 2014

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

Boston, MA 02114

MINUTES

Board Members

Present:

Nancy Lordan, Nursing Home Administrator 3, Chair
Roxanne Webster, Registered Nurse, Secretary
Mary McKenna, Executive Office of Elder Affairs
Sherman Lohnes, Department of Public Health
James Divver, Nursing Home Administrator 4
Michael Baldassarre, Nursing Home Administrator 2
Patrick J Stapleton, Nursing Home Administrator 5 (Non-Proprietary
Nursing Home)
Aaron Tobey, Public Member 2

Board Member

Not Present:

William Graves, Nursing Home Administrator 1, Vice-Chair
Janet Cutter, Executive Office of Public Welfare

Staff Present:

Mary Phillips, Executive Director, Multi-Boards, DHPL
Ichelle Herbu, Assistant Executive Director, Multi-Boards, DHPL
Anson Chu, Office Support Specialist, Multi-Boards, DHPL
Vita Berg, Chief Board Counsel, Office of the General Counsel, DHPL
David Murphy, Board Counsel, Office of the General Counsel, DPH
Marjorie Campbell, Investigator, Supervisor, Office of Public
Protection, DHPL
Philip Beattie, Board Investigator, Office of Public Protection, DHPL
Jennifer Peck, OPP Intern, DHPL

Guests:

Trent Guthrie and Attorney Lawrence Perchick
Chad Waterman and Attorney John Patten
Alvin Lim
Stephen Alaimo

I. Call to Order – Determination of Quorum

A quorum of the Board was present. Ms. Lordan, Board Chair, called the meeting to order at 10:16 a.m.

II. Approval of Agenda

Board members reviewed the meeting Agenda.

ACTION: Mr. Lohnes made a motion to approve the Agenda as presented; Mr. Divver seconded the motion. Motion passed with Board members present and voting in favor unanimously.

Document: June 19, 2014 Regularly Scheduled Board Meeting Agenda.

III. Approval of Minutes

A. Minutes of the Regularly Scheduled Board Meeting: May 15, 2014

The Board reviewed the May 15, 2014 Regularly Scheduled Board Meeting Minutes.

DISCUSSION: None

ACTION: Mr. Divver made a motion to approve the Minutes as presented; Mr. Baldassarre seconded the motion. Motion passed with Board members present and voting in favor unanimously.

Documents: May 15, 2014 Regularly Scheduled Board Meeting Minutes

IV. Administrator in Training

A. Request for Administrator in Training

Ms. Lordan made the following recommendations:

1. Hollingshead, Matthew

Facility: Linden Ponds-Hingham

Preceptor: James Centola- NH5094

RECOMMENDATION: Approve

ACTION: Mr. Divver made a motion to accept the recommendation; Mr. Lohnes seconded the motion. Motion passed with Board members present and voting in favor unanimously.

Documents: AIT Application and related documents.

2. Dufresne, Kaethe

Facility: Kimwell Nursing Home-Fall River

Preceptor: Lisa Coppola- NH5066

RECOMMENDATION: Approve

ACTION: Mr. Divver made a motion to accept the recommendation; Mr. Lohnes seconded the motion. Motion passed with Board members present and voting in favor unanimously.

Documents: AIT Application and related documents.

3. Stamatopoulos, James
Facility: The Boston Home-Boston
Preceptor: Marva Serotkin-NH2044

RECOMMENDATION: Approve-Pending clarification of hours on AIT outline for a total of 1040 hours

ACTION: Mr. Lohnes made a motion to accept the recommendation; Mr. Divver seconded the motion. Motion passed with Board members present and voting in favor unanimously.

Documents: AIT Application and related documents.

- B. Request for Administrator in Training with Credit
Ms. Lordan made the following recommendations:

1. Valletti, Tracy
Facility: Essex Park Health Care Center-Beverly
Preceptor: Frank Silvia- NH2446

DISCUSSION: Ms. Lordan informed the Board that Ms. Valletti's application for AIT was approved for 5.5 months. Ms. Valletti requests that the Board reconsider the decision, because she completed a seven months AIT program in New Hampshire ("NH") and she has a Master of Science Degree in Gerontology – Management of Aging Services. Ms. Valletti submitted additional information to include course descriptions and letters of support. Ms. Valletti requests for three months credit towards her AIT program. Board members noted that at this time, the Board's regulation at 245 2.05 (1) does not include Master of Science in Degree in Gerontology. Further, the Board has not given three months credit for clinical experience in the past; is unfamiliar with the AIT program in NH; had not approved the NH AIT program; and does not retroactively give credit towards an AIT program.

RECOMMENDATION: Denied her request for additional credit towards her AIT.

ACTION: Mr. Divver made a motion to accept the recommendation; Mr. Lohnes seconded the motion; Motion passed with Board members present and voting in favor: Ms. Lordan, Mr. Divver, Ms. McKenna, Ms. Webster, Mr. Stapleton, Mr. Lohnes; Opposed: Mr. Baldassarre; Abstain: Mr. Tobey; Recused: None.

Documents: AIT Application and related documents.

- C. Request for Administrator in Training Change of Preceptor
None

- D. Administrator in Training-Mid-Point Review
Ms. Lordan made the following recommendations:

7. Johnson, Eric

Facility: Roscommon Extended Care Center-West Roxbury
Preceptor: Brian Freedman-NH2864

RECOMMENDATION: Approve- Pending a mid-point progress report

ACTION: Ms. Webster made a motion to accept the recommendation; Mr. Tobey seconded the motion. Motion passed with Board members present and voting in favor unanimously.

Documents: AIT Application and related documents

E. Administrator in Training-Final Review

Ms. Lordan made the following recommendations:

1. Johnson, Eric

Facility: Roscommon Extended Care Center-West Roxbury
Preceptor: Brian Freedman-NH2864

RECOMMENDATION: Approve-Pending a mid-point progress report

ACTION: Ms. Webster made a motion to accept the recommendation; Mr. Tobey seconded the motion. Motion passed with Board members present and voting in favor unanimously.

Documents: AIT Application and related documents

Mr. Divver made the following recommendations:

2. Churchill, Linda

Facility: D'Youville Senior Care-Lowell
Preceptor: Andrea Rathbone-NH3221

RECOMMENDATION: Approve

ACTION: Ms. Webster made a motion to accept the recommendation; Mr. Baldassarre seconded the motion. Motion passed with Board members present and voting in favor unanimously.

Documents : AIT Application and related documents

3. Sullivan, Marie

Facility: Oxford Rehabilitation and Nursing Center-Haverhill
Preceptor: Gina M. Queiros- NH3001

RECOMMENDATION: Approve

ACTION: Mr. Lohnes made a motion to accept the recommendation; Mr. Divver

seconded the motion. Motion passed with Board members present and voting in favor unanimously.

Documents : AIT Application and related documents

Ms. Webster made the following recommendations:

4. Marguiles, Andrea
Facility: Chelsea Jewish Nursing Home-Chelsea
Preceptor: Phil S. Sher- NH1576

RECOMMENDATION: Approve

ACTION: Mr. Lohnes made a motion to accept the recommendation; Mr. Divver seconded the motion. Motion passed with Board members present and voting in favor unanimously.

Documents : AIT Application and related documents

5. Septimus, Shmuel
Facility: Braemoor Rehabilitation and Nursing Center-Brockton
Preceptor: Dave Carboneau- NH1923

DISCUSSION: Ms. Webster noted that Mr. Septimus submitted documentation for final approval. After review of the materials, it is unclear if he has completed the hours as required by the Board for approval of completion.

RECOMMENDATION: Defer Action-Pending a timeline from the applicant describing his AIT program to include how he obtained the hours required by the Board for the completion of his AIT.

ACTION: Mr. Lohnes made a motion to accept the recommendation; Mr. Divver seconded the motion. Motion passed with Board members present and voting in favor unanimously.

Documents : AIT Application and related documents

6. Mustapha, Bolaji
Facility: Buckley Healthcare Center-Greenfiled
Preceptor: Thompson, Edin- NH5120

RECOMMENDATION: Approve

ACTION: Mr. Divver made a motion to accept the recommendation; Mr. Sherman seconded the motion. Motion passed with Board members present and voting in favor unanimously.

Documents : AIT Application and related documents

V. Review of Application for Initial Licensure

None

VI. Review of Applications for Licensure by Reciprocity

Ms. Lordan made the following recommendations:

A. Alaimo, Stephen (licensed in ME and NH)

RECOMMENDATION: Approve

ACTION: Ms. Webster made a motion to accept the recommendation; Mr. Divver seconded the motion. Motion passed with Board members present and voting in favor unanimously.

Documents: Application for Licensure by Reciprocity and related documents

VII. Review of Applications for License Reactivation (within 3 years of license expiration)

Ms. Webster made the following recommendations:

A. Williams, Susan NH5230 Expired: (06/30/2012)

RECOMMENDATION: Approve

ACTION: Mr. Divver made a motion to accept the recommendation; Mr. Baldassarre seconded the motion. Motion passed with Board members present and voting in favor unanimously.

Documents: Reactivation Application and related documents

VIII. Review of Applications for Licensure- Reactivation (more than 3 years since license expiration)

None

IX. Triage

None

X. Appearance before the Board

A. SA-INV-4608 Guthrie, Trent NH5212 (exp: 06/30/14)

DISCUSSION: On August 30, 2013, the Department of Health Care Quality (DHCQ) conducted a survey at the Neuro-Rehabilitation Center at Worcester (“Facility”) and determined that the conditions at the facility constituted Immediate Jeopardy to resident’s health and safety. The Board reviewed SA-INV-4608 at the May 15, 2014 meeting, and requested that Mr. Guthrie appear before the Board. Mr. Guthrie with his attorney present explained the incidents identified by the survey and what he did as an administrator to ensure that these problems did not occur again. Mr. Guthrie informed the Board that the Neuro-rehabilitation unit has a team of workers who are trained specifically to work with

this population. The facility has annual mandatory training for the unit staff. Mr. Guthrie informed the Board that he had been employed at the facility since 1/3/2013. The three incidents in the survey occurred within eight months of each other and made him question his profession. The Board asked Mr. Guthrie about what kind of training he had with the type of populations at the facility prior to accepting the position. The licensee described his training to include but not limited to a three day intensive training by a doctor on Neuro-rehabilitation. Mr. Guthrie informed the Board that after each incident he felt he made good decisions and initiated some new policies. He continues to work for the same company but asked to be transferred to another facility.

Board members noted that specific experiences and training is required prior to taking over a facility with Neuro-rehabilitation populations. The licensed relied on the expertise of the staff on the unit for treatment.

ACTION: Mr. Divver made a motion to close the Staff Assignment; Mr. Baldassarre seconded the motion. Motion passed with Board members present and voting in favor: Ms. Lordan, Mr. Divver, Ms. Webster, Mr. Stapleton, Mr. Lohnes; Mr. Baldassarre; Opposed: Ms. McKenna; Abstain: None Recused: None

Documents: Investigative report and supporting documents

B. SA-INV-5053 Waterman, Chad NHT14499811

DISCUSSION: Deferred until the next scheduled Board Meeting as the Board did not have a quorum after Mr. Divver recused himself for this matter.

ACTION: None

Documents: Investigative report and supporting documents

XI. Staff Assignments

A. SA-INV-4329 Madigan, David NH879 (Exp: 6/30/14)

DISCUSSION Ms. Campbell informed the Board that the investigation was based on a survey conducted by DHCQ at the Golden Living Center-Chetwynde in May 2013. The survey determined that conditions at the Facility constituted immediate jeopardy to resident health and safety. As a result of a follow up survey completed in June 2013, DHCQ surveyor determined that the immediate jeopardy no longer existed and the facility had achieved substantial compliance with the federal guidelines. According to the licensee's statement the staff began corrective action to the jeopardy findings right away. He wanted to make sure that this did not happen again. He reported to the Investigator that he was assigned as the Interim Administrator at the facility during this time period. This was his eighth assignment as an Interim Administrator in many centers for Golden Living Health Care. He is no longer at Golden Living Center-Chetwynde. Mr. Madigan is currently not working.

ACTION: Mr. Divver made a motion to close the Staff Assignment; Mr. Baldassarre seconded the motion. Motion passed with Board members present and voting in favor unanimously.

Documents: Investigation Report and File

B. SA-INV-4116 Gillis, Andrew NH3352 (Exp: 6/30/14)

DISCUSSION: Mr. Beattie reviewed the facts of the case for the Board. An investigation was opened based upon a DHCQ survey conducted at Eastpointe Rehabilitation and Skilled Care Center (“Eastpointe”) on February 25, 2013. The survey concluded there were deficiencies at the substandard quality of care level including: the failure to develop comprehensive care plans, failure to ensure services were provided by qualified personnel per plan, and failure to ensure the facility remained free of accident hazards/supervision/devices. Mr. Gillis statement to the Board indicated that he was employed as facility administrator at Eastpointe from February 7, 2011 through December 28, 2012, and resigned from Eastpointe to accept a position at Medford Rehabilitation and Nursing Center (“Medford”). He did not become aware of any deficiencies until he was notified by the Board. NHA Gillis reviewed the DHCQ report and described the protocols and policies while he was administrator at Eastpointe to include daily interdisciplinary team meetings to review any residents falls.

ACTION: Mr. Divver made a motion to close the Staff Assignment; Mr. Baldassarre seconded the motion. Motion passed with Board members present and voting in favor unanimously.

Documents: Investigation Report and file

C. SA-INV-3291 Gillis, Andrew NH3352 (Exp: 6/30/14)

DISCUSSION: Mr. Beattie reviewed the facts of the case for the Board. An formal investigation was opened based on a DHCQ survey conducted at Medford on November 30, 2012. The survey found deficiencies in the facility to be isolated that constituted actual harm, widespread pattern of deficiencies that constitute potential harm and related substandard housekeeping and maintenance issues. In his response to the Board, Mr. Gillis reported that he was not the NHA of record at the time of the survey; he started at Medford on January 1, 2013; changes were made to the policies and procedures of the facility as a result of this survey; and during the time period in question there were three different facility administrators including Mr. Gillis. On June 14, 2013, DHCQ sent a letter to NHA Gillis notifying him that the facility was in substantial compliance.

ACTION: Mr. Divver made a motion to close the Staff Assignment; Mr. Baldassarre seconded the motion. Motion passed with Board members present and voting in favor unanimously.

Documents: Investigation Report and file

XII. Docketed Complaints

None

XIII. Continuing Education

Ms. McKenna made the following recommendations:

A. Request for CEU Approval

1. Legal Issues/Admission Agreement; Satisfaction Surveys for Employees; It Takes 4 to Tango/Bridging the Gap; and Payroll Control and Design Functions- Requested by: David Ianacone, NH3105

RECOMMENDATION: Approval for 2.5 CEUs

ACTION: Mr. Divver made a motion to accept the recommendation of Ms. McKenna; Mr. Baldassarre seconded the motion. Motion passed with Board members present and voting in favor unanimously.

Documents: Requests for CEU Approval and related documents

2. Principles of Leadership Series-Requested by: Emily Simora, RNBS, NH3531

RECOMMENDATION: Approval for 40 CEUs

ACTION: Mr. Baldassarre made a motion to accept the recommendation of Ms. McKenna; Mr. Divver seconded the motion. Motion passed with Board members present and voting in favor unanimously.

Documents: Requests for CEU Approval and related documents

3. Nursing Home Alliance Meeting; Models and pathways for Person-Centered Elder Care, Chapter 6; leading Age Massachusetts- Requested by: Barry Berman

RECOMMENDATION: Approval for 23.5 CEUs

ACTION: Ms. Lohnes made a motion to accept the recommendation of Ms. McKenna; Ms. Webster seconded the motion. Motion passed with Board members present and voting in favor unanimously.

Documents: Requests for CEU Approval and related documents

4. NAMENDA XR and the treatment of moderate to severe dementia of the Alzheimer's type -Requested by: Susan Caldwell, NH2573 and Joanne Roques, NH3468

RECOMMENDATION: Approval for 6 CEUs

ACTION: Mr. Lohnes made a motion to accept the recommendation of Ms. McKenna; Ms. Webster seconded the motion. Motion passed with Board members

present and voting in favor unanimously.

Documents: Requests for CEU Approval and related documents

5. Health Care Operations and Health Systems Financial Management-Request By:
Matthew Sweeney, NH3147

RECOMMENDATION: Approval for 20 CEUs

ACTION: Ms. Webster made a motion to accept the recommendation of Ms. McKenna; Mr. Lohnes seconded the motion. Motion passed with Board members present and voting in favor unanimously.

Documents: Requests for CEU Approval and related documents

B. Random CEU Audits

Ms. McKenna informed the Board that the following licensee submitted CEUs that meets the Board's regulation at 245 CMR 2.12(1):

- | | |
|-------------------------------|---------------|
| 1. <u>Quirk, Michael</u> | <u>NH5302</u> |
| 2. <u>Queiros, Gina</u> | <u>NH3001</u> |
| 3. <u>Gerety, John</u> | <u>NH1531</u> |
| 4. <u>Jarek, Holly</u> | <u>NH3528</u> |
| 5. <u>Delmonico, Benjamin</u> | <u>NH1944</u> |
| 6. <u>Delaney, Todd</u> | <u>NH5269</u> |
| 7. <u>Qulater, Shaun</u> | <u>NH5274</u> |
| 8. <u>Gerber, Kathleen</u> | <u>NH2652</u> |
| 9. <u>Davis, Stephen</u> | <u>NH3020</u> |

Ms. McKenna informed the Board that the following licensee did not submit CEUs, but provided a statement:

1. Jenney, Susan-NH5353: she was issued a license by the Board during April 2013
2. DeMinico, Anne-NH2663: she has not been working within the industry and does not plan to renew her license.

ACTION: Mr. Divver made a motion to accept the recommendation of Ms. McKenna that the above licensees are in compliance with the Board requirements for CEUs; Mr. Baldassarre seconded the motion. Motion passed with Board members present and voting in favor unanimously.

Documents: Audit Forms and Course Certification of Completion

XIV. Requests for Deemed Status
None

XV. Other Business/Announcements
A. Update: Random CEU Audit

DISCUSSION: Deferred until the next scheduled Board Meeting.

ACTION: None

Documents: None

B. Discussion: Revision of Regulations

DISCUSSION: Deferred until the next scheduled Board Meeting.

ACTION: None

Documents: None

C. Discussion: Removal of Reprimand from a licensee's record

DISCUSSION: Deferred until the next scheduled Board Meeting.

ACTION: None

Documents: None

XVI. Flex Session

None

XVII. Executive Session (Roll call vote)

At 11:37 a.m., Ms. Lordan announced that the Board will meet in Executive Session 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.

Mr. Divver made a motion to enter into Executive Session at 11:37 a.m.; Mr. Baldassarre seconded the motion. Motion passed with Board members present and voting in favor: Ms. Lordan-yes, Mr. Divver-yes, Ms. Webster-yes, Mr. Stapleton-yes, Mr. Lohnes-yes, Mr. Baldassarre-yes, Ms. McKenna-yes

The Board adjourned the Executive Session at 11:52 a.m. and resumed its Regularly Scheduled Board Meeting.

XVIII. M.G.L. c. 112, § 65C Session (closed session)

None

XIX. Adjudicatory Session (closed session)

None

XX. Announcement: Interchange Secure File and Email Delivery System for Board Materials

DISCUSSION: Ms. Herbu informed the Board of the Interchange system. The Board raised concerns regarding the use of the system and the matter was deferred until the next scheduled Board Meeting.

ACTION: None

Documents: Interchange File Transfer Quick Start Instructions

XXI. Adjourn

There being no other business before the Board, Mr. Divver made a motion to adjourn the Board meeting; Mr. Baldassarre seconded the motion. The motion passed unanimously. The meeting was adjourned at 12:10 p.m.

The next meeting of the Board of Registration of Nursing Home Administrators will be held on Thursday, July 17, 2014. The Board meeting begins at 10:00 a.m.

Respectfully submitted:

Nancy Lordan, NHA
Chair

Date