

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, March 19, 2021
10:00 a.m.

General Session will be held via WebEx at:
<https://state.ma.webex.com/state.ma/j.php?MTID=m9dae717ef9be5d5d7092cee91aebab44>
Call-In Telephone number 1-866-692-3580 (toll-free)
Meeting Number/Access Code: 185 015 8330
Meeting Password: DTh9EyYWP43

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. January 15, 2021	Draft Minutes	Board
	IV	AIT Application: A. Anthony Taylor Wriston Seeking Work Related Credits B. Phillip Teves Seeking Work Related Credits	Application	Mary Moscato
	V	Request: NHA Licensee requesting Board to consider waiving 5 years experience required to become a Preceptor. Licensee has 4 years experience; interested in becoming a Preceptor to mentor a prospective AIT.	Email	ED
	VI	Flex Session A. Announcements/Discussions B. Topics for the next Agenda	Verbal	ED

Time	Item #	Item	Exhibits	Staff Contact
	VII	<p>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.</p> <ol style="list-style-type: none"> 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. <p>The Board will not reconvene in open session subsequent to the closed session(s).</p>	Closed Session	Board Chair
	VIII	65C Session: See 65c Agenda		Board Counsel
	IX	Adjudicatory Session: N/A		Board Counsel
2:00 p.m.	X	Adjournment: Next Board meeting scheduled for April 16, 2021		Board

COMMONWEALTH OF MASSACHUSETTS

BOARD OF REGISTRATION OF NURSING HOME ADMINISTRATORS
BOARD MEETING
Friday, March 19, 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 Mr. Patrick Stapleton 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: March 19, 2021 Draft Agenda

III. Approval of Minutes
A. January 15, 2021

DISCUSSION:

None.

ACTION:

Motion by Ms. Mary Moscato to approve the January 15, 2021 minutes as presented, 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.

IV. Open Investigations: N/A

V. Licensing Applications – Seeking Credit

A. Anthony Wriston Taylor

Ms. Mary Moscato presented a summary of the applicant's work experience. Mr. Taylor has almost five years of experience working in the business office and about two years of experience working in admissions.

DISCUSSION:

Ms. Webster stated that the Board would typically grant two weeks' experience for each of the components of his experience – four weeks total. She clarified that an AIT cannot receive credit for hours that are worked. The Applicant is required to submit a proposal for how they plan to manage their AIT hours and their position.

ACTION:

Motion to grant four weeks' credit toward the Applicant's AIT pending his proposal of how he will accomplish it alongside his full-time job by Ms. Lordan, seconded by Mr. Stapleton 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.

B. Phillip Teves

Ms. Moscato presented a summary of the applicant's work experience. Mr. Teves works in the Business Office at a nursing home and has experience in the dietary department as well. He has been involved in long-term care since 2009.

DISCUSSION:

Ms. Webster stated that she felt that the Board should grant two weeks' credit for both his business and dietary experience – four weeks total. Board members stated that he would need to submit a plan for how he plans to accomplish his AIT hours alongside his position.

ACTION:

Motion to grant four weeks' credit toward the Applicant's AIT pending his proposal of how he will accomplish it alongside his full-time job by Mr. Graves, 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. Recused: None, Abstained: None.

VI. Board Inquiry: Can a four-year NHA act as a preceptor for an AIT?

DISCUSSION:

A Licensee is interested in being a preceptor for an AIT but only has four years' experience licensed as an NHA. Mr. Graves asked if the Board had the authority to waive this requirement and if so, had they done something like this before. Ms. Lordan and Ms. Webster stated that they could not recall having waived this requirement before. Ms. Webster noted her hesitancy to permit this as it would set a precedent should this come up again. Board members verbalized their agreement.

ACTION:

Motion to deny the request by Mr. Stapleton, seconded by Mr. Graves and 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:

Mr. Graves stated that he would like to discuss CEU requirements for the upcoming renewal cycle.

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

Motion by Ms. Lordan to move into Executive Session at 10:28 A.M., seconded by Ms. 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. 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, April 16, 2021 at 10:00 A.M. via WebEx.

Respectfully submitted:

The Board of Registration of Nursing Home Administrators