

**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, September 21, 2018  
10:00 a.m. to 2:00 p.m.**

**239 Causeway Street ~ 4<sup>th</sup> Floor ~ Room 417A  
Boston, Massachusetts 02114**

**Agenda**

<b>Time</b>	<b>Item #</b>	<b>Item</b>	<b>Exhibits</b>	<b>Staff Contact</b>
10:00 a.m.	<b>I</b>	<b>Call to Order Determination of Quorum Notice of Electronic Recording</b>		Chair
	<b>II</b>	<b>Approval of Agenda</b>	Draft Agenda	Board
	<b>III</b>	<b>Conflict of Interest</b>		Board
	<b>IV</b>	<b>Approval of Minutes of Regularly Scheduled Meeting</b> A. July 20, 2018 Board Meeting	Draft Minutes	Board
	<b>V</b>	<b>Licensing Applications: AIT with Credits</b> A. AIT with Credits a. Application No. 856021 Marta Subira  B. Change of AIT Location a. Judith Nazaire (NHT14500002)	Applications	Board
	<b>VI</b>	<b>Educational Approval: Approved Status</b> A. Leading Age of Massachusetts (NH-09015-006) Course: Thoughtful Design for Mitigating the Challenges of Low Vision (2 CEUs)  B. My Generation Media: South Shore Senior News Course(s): 1-Creating Positive Outcomes through Purpose, Passion, and Fun (2 CEUs) ; 2-Generations: Making Connections (1 CEUs); 3-Just Sing It! The positive impact of music therapy for those living with Alzheimer's (1 CEU); 4-Ignite Sparks for Today's Dementia with Dementia Live™, Compassionate Touch®, and Flashback (1 CEU).	Applications	Board

	<b>VII</b>	<b>Staff Action Policy</b> A. License Retirement	Draft Policy	MM
	<b>VIII</b>	<b>Good Moral Character Review:</b> A. AIT Application a. Application #855870: Nicole Couture	Memo	PB
	<b>IX</b>	<b>Open Investigations:</b>  <i>Triage(s):</i> N/A  <i>Staff Assignment(s):</i> N/A  <i>Complaint(s):</i> N/A	Investigative Report	LS
	<b>X</b>	<b>Flex Session</b> A. Announcements/Discussions B. Topics for the next Agenda	N/A	RC
	<b>XI</b>	<b>Executive Session (Roll call vote)</b> 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 discuss and evaluate the <u>Good Moral Character</u> provision of a pending application.  2. In addition, the Board will discuss and evaluate the reputation, character, physical condition or mental health, rather than professional competence, of licensees relevant to their petitions for license status change.  The Board will not reconvene in open session subsequent to the closed session(s).	Closed Session	Board Chair
	<b>XII</b>	<b>65C Session: N/A</b>		Board Counsel
	<b>XIII</b>	<b>Adjudicatory Session: N/A</b>		Board Counsel
2:00 p.m.	<b>VX</b>	<b>Adjournment</b> -next Board meeting scheduled for October 19, 2018.		Board

COMMONWEALTH OF MASSACHUSETTS

BOARD OF REGISTRATION OF NURSING HOME ADMINISTRATORS

BOARD MEETING

**Friday, July 20th, 2018**

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

Boston, MA 02114

**MINUTES**

Board Members Present: William Graves, Nursing Home Administrator 1, Chair  
Sherman Lohnes, Department of Public Health, Vice-Chair  
Mary K. Moscato, Hospital Administrator, Secretary  
Mary McKenna, Executive Office of Elder Affairs  
Naomi M. Prendergast, Nursing Home Administrator 4  
Mary Ellen Coyne, Office of Long Term Services and Supports at MassHealth  
Daniel Gebremedhin, Physician  
Patrick Stapleton

Board Members not Present: Michael Baldassarre, Nursing Home Administrator 2  
Nancy Lordan, Nursing Home Administrator 3  
Roxanne Webster, Registered Nurse

Staff Present: Vita Berg, Chief Board Counsel, Office of the General Counsel, DPH  
Mary Strachan, Board Counsel, Office of the General Counsel, DPH  
Jeff Santos, Office Support Specialist, Multi-Boards, BHPL

I. Call to Order - Determination of Quorum

A quorum of the Board was present. Mr. Graves, Board Chair, called the meeting to order at 10:04 a.m. The Chair gave the notice of electronic recording.

II. Approval of Agenda

Board members reviewed the meeting Agenda.

DISCUSSION: Vita Berg informed the Board that due to the executive letters not being sent out for a third complaint, and possibly a fourth, which was to be heard along with the agenda items 7A-B, these items cannot be heard and should be deferred until the next meeting so that all four complaints can be heard together.

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

Document: July 20, 2018 Regularly Scheduled Board Meeting Agenda.

III. Conflict of Interest

DISCUSSION: The Chair asked the board members to disclose any conflict of interest. There was no conflict of interest to be disclosed.

IV. Approval of Minutes

A. Minutes of the Regularly Scheduled Board Meeting: June 15, 2018

The Board reviewed the June 15, 2018 Regularly Scheduled Board Meeting Minutes.

DISCUSSION: Mary Strachan pointed out that there had to be a correction on page four.

ACTION: Minutes will be deferred until corrections are made. June 15 minutes will be reviewed again in the August board meeting.

Documents: June 15, 2018 Regularly Scheduled Board Meeting Minutes

V. Licensing Applications

A. AIT

1- Application No. 850917 Christopher Caron

DISCUSSION: Mr. Graves informed the board that the applicant applied for a 3 month credit.

RECOMMENDATION: Mr. Graves recommended that the board approve the application with a 3 month credit since the applicant has a Master degree. Mr. Graves said the preceptor met all the requirements.

ACTION: Ms. Mckenna motioned to approve the application. Patrick Stapleton seconds the motion. The board unanimously approved the application.

Documents: Application

VI. CEU Course Approval Request

Per Board Policy 2015-01 “Board Policy to Delegate Authority to Individual Members to Perform Select Board Functions,” Ms. Mckenna reviewed applications from NHAs for CEU.

B. Leading Age Massachusetts

Course: Staying Power/How to Keep Your Staff Longer.

DISCUSSION: Ms. Mckenna informed the basics of the course. The course would give students 6.75 CEUs. Another course will give 5.75 CEUs.

RECOMMENDATION: Ms. Mckenna recommended granting this course 5.75.

ACTION: Mr. Lohnes motioned to approve. Mr. Stapleton seconded the motion. The board passed the motion unanimously.

Documents: Letter & Supporting Document

Approve Status: CEU Course Approval

VII. Open Investigations: Complaints

A. NHA--2016-004: Bruce Bedard, NH1633

Facility: The Rehabilitation & Nursing Center at Everett

Attorney: None

Documents: Application & Memo

Deferred until August meeting

B. NHA-2016—005: Bruce Bedard, NH1633

Facility: The Rehabilitation & Nursing Center at Everett

Attorney: None

Deferred until August meeting

VIII. Flex Session

A. Announcements/Discussions

Ms. Strachan informed the board that a legal intern is preparing a tool to help resolve the complaints, which would be ready for the review by the next month.

Ms. Moscato inquired if the board could get the total number of NHAs in MA and how long their tenure has been. She's interested in finding out if new NHA's are joining the workforce, and if we have a constant flow of NHAs. Mr. Stapleton agreed with the assessment. Ms. Strachan said that it's possible to generate a report to see the total number of NHAs. However, we would not be able to find out with any specificity who is working. Ms. Berg said we could give a broad aggregate of NHAs broken down by age. Ms. Berg recommended that we can start by looking at how many licenses were issued last year and how many we currently have and that way we can have a range to look at. Ms. Strachan recommended creating a workforce survey to see the trends. Ms. Berg talked about

the possibility of creating a survey at the time of renewal. The possibility of reaching out to other agencies for the purpose of data collection was also discussed.

B. Topics for the next Agenda

None

IX. Executive Session (Roll call vote)

At 10:20 a.m., Mr. Graves, Board Chair, announced that the Board will meet in Executive Session as authorized pursuant to M.G.L. c.30A, § 21(a)(1) for the purpose of consider 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.

The Board will not reconvene in open session subsequent to the executive session.

The Board adjourned the Executive Session at 10:30 a.m.

X. Adjourn

There being no other business before the Board, Mr. Lohnes made a motion to adjourn the Board meeting; Ms. McKenna seconded the motion. Motion passed with Board members present and voting in favor unanimously. The meeting was adjourned at 10:30 a.m.

The next meeting of the Board of Registration of Nursing Home Administrators will be held on Friday, August 17, 2018. The Board meeting begins at 10:00 a.m.

Respectfully submitted:

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William Graves Board Chair

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Date