

**MINUTES
STATE OF NEW HAMPSHIRE
BOARD OF EXAMINERS OF NURSING HOME ADMINISTRATORS**

December 12, 2018

The regularly scheduled meeting of the New Hampshire Board of Examiners of Nursing Home Administrators was held at 121 South Fruit Street, Concord, New Hampshire on the above date, beginning at 9:30 A.M. Unless otherwise indicated, the members present and participating were: Jeanne V. Sanders, NHA, Vice Chair; Ted J. Purdy, NHA; Luanne S. Rogers, NHA; Mark J. Bonica, PhD.; Anne Howe, RN and Judith M. Cote, PTA.; Absent were: Daniel A. Estee, NHA, Chair; Anthony C. Linardos, R.Ph and Barry E. Conway, Public Member.

INTERVIEWS/HEARINGS WITH THE BOARD:

N/A

Call to Order at 10:10

NEW BUSINESS:

Minutes from the September 19, 2018 Board meeting. **Board Action: 12/12/18** – On motion of Ms. Cote, seconded by Ms. Rogers, approved. Unanimous.

Request from Cindy Martin asking for a waiver regarding the requirement for an applicant to complete the AIT in a facility with 50 beds or more. **Board Action: 12/12/18** – On motion of Ms. Rogers, seconded by Ms. Howe, the Board denies the request for a waiver for the requirements for an applicant to complete the AIT in a facility with 50 beds or more and refer Ms. Martin to rule Nuh 306.01. Unanimous.

COMMITTEE REPORTS:

EDUCATION COMMITTEE:

Request from Lisa Rocheford, to offer nursing home administrators the opportunity to earn educational hours by attending the Home Care, Hospice & Palliative Care Alliance of NH, Annual Conference that was scheduled for November 15, 2018. **Board Action: 12/12/18** – On motion of Mr. Purdy, seconded by Ms. Cote, approved for 5.5 hours. Unanimous.

EVALUATION COMMITTEE:

APPLICANTS FOR THE APPROVAL TO SIT FOR EXAM(S) (If applicant passes exam(s), staff to issue license and ratify at next regularly scheduled Board Meeting): Board Action: 12/12/2018 – on motion of Ms. Sanders, seconded by Mr. Purdy, approve to sit for the exam(s). Unanimous.

CHAMPAGNE, Diane N., NHA – State and NAB
LYONS, Patrick W., NHA – State and NAB (**Pending Background Check and Core of Knowledge**)
WEAVER, Suzanne L., NHA – State and NAB (**Pending Background Check**)

RATIFY LICENSE ISSUED ON October 29, 2018. Board Action: 12/12/2018 - On motion of Ms. Sanders, seconded by Mr. Bonica, Board ratified vote to approve license issued on October 29, 2018. Unanimous.

WHITTEN, Jolynn, NHA

RATIFY LICENSES ISSUED ON December 10, 2018. Board Action: 12/12/2018 - On motion of Ms. Sanders, seconded by Mr. Bonica, Board ratified vote to approve license issued on December 10, 2018. Unanimous.

RICHARDSON, Shawn L., NHA
ST. PIERRE, Nathaniel A., NHA
SLATTERY, Jessica A., NHA
VERGE, Tara L., NHA

TABLED:

Nuh 217 and Nuh 300.01, Nuh 301.02, Nuh 304.03, Nuh 304.03, Nuh 304.04, Nuh 401.02, Nuh 401.03, Nuh 401.04, Nuh 402.01, Nuh 403.02, Nuh 403.03. **Board Action: 4/26/18** – Board opens the hearing at 9:46 A.M. and closed it at 10:00 A.M. with no public comments. On motion of Mr. Purdy, seconded by Mr. Linardos, Board approves initial proposal. Unanimous. On motion of Mr. Purdy, seconded by Ms. Sanders, Board approves final proposal and voted to leave the forms as is. Unanimous. **9/25/18** – Conditional Approval Confirmation of Final Proposal 2018-21, Nuh 301.01-301.04, 302.01-302.03, 303.01, 304.01–304.04, 305.01-305.05, 306.01, 401.03-401.04, 402.01-402.04, 403.01-403.03 and 501.01 to be adopted by the Board. **Board Action: 12/12/18** – On motion of Ms. Rogers, seconded by Mr. Purdy, Board adopted the above mentioned rules. Unanimous.

Motion to commence 1st non-public session:

On motion of Ms. Cote, seconded by Ms. Rogers, the Board voted to conduct a non-public session for the purpose of discussing license applications, investigations of alleged licensee misconduct and other confidential Board business and noting that such a non-public session is authorized by RSA 91-A:3, II (c), RSA 91-A:3, II (e), RSA 91-A:5, IV, Lodge v. Knowlton, 119 N.H. 574 (1978), and the Board's executive and deliberative privileges. Each member recorded his or her vote on the motion, which passed by the unanimous poll vote of all members present.

1st NON-PUBLIC SESSION:

[Minutes kept separately]

Motion to keep minutes of 1st non-public session confidential:

Upon the motion of Ms. Cote and the second of Ms. Rogers, the Board voted to withhold the minutes of the preceding non-public session from public disclosure pursuant to RSA 91-A:3, III on the grounds that public disclosure would be likely to affect adversely the reputation of a person other than a board member and/or to render the proposed action ineffective. Each member recorded his or her vote on the motion, which passed by the unanimous poll vote of all members present.

On motion of Ms. Sanders, seconded by Ms. Rogers, the Board voted to go into public session.

DATE OF NEXT MEETING: March 13, 2018 at 9:30 A.M.