

These minutes have been approved by the Board 10.17.2023

MEETING MINUTES
BOARD OF NURSING HOME ADMINISTRATION
May 16, 2023

1. ROLL CALL

The in person meeting of the Board of Nursing Home Administration was called to order by Amy Fish, Chairperson, at 1:07 p.m. in Lower Level, Golden Rod room, Nebraska State Office Building, 301 Centennial Mall South, Lincoln, Nebraska. In accordance with § 84-1411 of the Nebraska Open Meetings Act, copies of the agenda were 1) mailed to the Board members and other interested parties, and 2) posted on the DHHS web site at <https://dhhs.ne.gov/licensure/Pages/Agendas-and-Minutes.aspx> and on the bulletin board in the Licensure Unit Lobby on 5.9.2023.

The following members answered roll call:

Members Present (6):

Shannon Buckminster, Member
Amy Fish, Vice Chairperson
Theresa Parker, Secretary
Alex Willford, Chairperson
Linda Bryant, Member
Natalie Manley, Member

Members Absent (3):

Janelle Ali-Dinar, Member
David Deemer, Member
Debra Sutton, Member

Others Present (8):

Carrie Oldehoeft, Health Licensing Coordinator, Licensure Unit
Teresa Hampton, DHHS Attorney (via WebEx)
Shanerika Fleming, DHHS Attorney (via WebEx)
Emily Ysias, DHHS Attorney (via WebEx)
TJ O'Neill, Assistant Attorney General (in room)
Juliann Lanphier-Willson, DHHS Attorney (via WebEx)
Anna Harrison, Compliance Monitor, Licensure (via WebEx)
Public (on phone)

2. ADOPTION OF AGENDA

MOTION: Willford moved, seconded by Parker, to adopt the agenda. A roll call vote was taken. Voting aye: Bryant, Buckminster, Fish, Parker, Willford, Manley (6). Voting nay: none (0). Absent: Ali-Dinar, Deemer, Sutton (3). Motion Carried.

3. APPROVAL OF MINUTES (10.18.2022)

MOTION: Willford moved, seconded by Parker, to adopt the minutes with corrections. A roll call vote was taken. Voting aye: Bryant, Buckminster, Fish, Parker, Willford, Manley (6). Voting nay: none (0). Absent: Ali-Dinar, Deemer, Sutton (3). Motion Carried.

4. New Business, Reports, and Updates

- a. National Association of Long Term Care Administrator Boards (NAB)
Fish updated the board with:
 - New CEO Michelle Grachek
 - Annual Conference is in Columbus, OH June 14-16, 2023.
 - New website: nabweb.org
 - Rewrote the Domains and updated study guides
 - Parker reported 5 Domains switching to 4 Domains
 - Updated AIT Modules

- b. LeadingAge Nebraska
Willford updated the board with:
 - Annual conference was in Kearney March 22-23, 2023
 - Annual Meeting is November 5-8, 2023 in Chicago, IL
 - 2024 LeadingAge Nebraska will be March 12-14, 2024 in Kearney
 - Weekly communications sent out to Administrators in field

- c. Nebraska Health Care Association:
Buckminster updated the board with:
 - conference information, legislation and funding, record attendance

- d. Reports: are attached to the agenda
Board discussed the numbers of pass and fail

5. INVESTIGATIVE AND CONFIDENTIAL INFORMATION – Closed Session

MOTION: Parker moved, seconded by Willford, to enter into closed session at 1:23pm for the purpose of hearing discussions of an investigative/confidential nature and for the prevention of needless injury to the reputation of the individuals. Waldron repeated the motion and purpose. A roll call vote was taken. Voting aye: Bryant, Buckminster, Fish, Parker, Willford, Manley (6). Voting nay: none (0). Absent: Ali-Dinar, Deemer, Sutton (3). Motion Carried.

Oldehoeft closed the public phone line and moved the sign on the door to closed session

11:25 pm Cue-investigations entered the room

6. OPEN SESSION

Verbal agreement to return to open session by all board members at 1:45 pm

Hollie Jacobsen – Provisional Nursing Home Administrator

MOTION: Willford moved, seconded by Bryant, to recommend denial of application. Based on conviction history and misrepresentation of material facts. A roll call vote was taken. Voting aye: Bryant, Buckminster, Fish, Parker, Willford, Manley (6). Voting nay: none (0). Absent: Ali-Dinar, Deemer, Sutton (3). Motion Carried.

1:45 pm Harrison exited WebEx

1:48 pm Cue exited room

7. Annual Business

a. Approval of Method of Noticing Meetings.

Past notifications include our website, posting the agenda in the lobby of the licensure unit, and individuals requested to be placed on a mailing list. Notification on our website is the standard practice for all boards.

MOTION: Parker moved and seconded by Buckminster, to approve the method of noticing meetings as the same used during 2022 (post agenda on the Licensure Unit’s website and lobby bulletin board, and forward to any requesters). A roll call vote was taken. Voting aye: Bryant, Buckminster, Fish, Parker, Willford, Manley (6). Voting nay: none (0). Absent: Ali-Dinar, Deemer, Sutton (3). Motion Carried.

b. Per Diem Payments (Neb. Rev. Stat. §38-171) 38-171. Board; advisory committee or body; compensation; limitation; expenses.

Each member of a board shall, in addition to necessary traveling and lodging expenses, receive a per diem for each day actually engaged in the discharge of his or her duties, including compensation for the time spent in traveling to and from the place of conducting business. Traveling and lodging expenses shall be on the same basis as provided in sections 81-1174 to 81-1177. The compensation per day shall not exceed fifty dollars and shall be determined by each board with the approval of the department. Persons serving on an advisory committee or body under section 38-161 shall receive remuneration of expenses as provided in sections 81-1174 to 81-1177, including compensation for time spent in traveling to and from the place of conducting business, and a per diem of fifty dollars.

MOTION: Buckminster moved and seconded by Manley, to approve the below per diem. A roll call vote was taken. Voting aye: Bryant, Buckminster, Fish, Parker, Willford, Manley (6). Voting nay: none (0). Absent: Ali-Dinar, Deemer, Sutton (3). Motion Carried.

1. \$25 For 1 day of preparation for each meeting (investigations/applications).
2. \$50 Attending the Board meeting (in person or by conference call).
3. \$50 Each day of travel where overnight arrangements have been made (board meeting or national meeting).
4. \$50 Each day the member is representing the board at a national meeting of state licensing boards (NAB) (prior board approval required)
5. \$50 Regulation Hearing, legislative testimony, or other board related meetings when representing the Board (prior board approval required)
6. \$50 For the assigned education reviewer (when requested)
7. \$50 For each review by the Investigative Consultant

c. Elections and Appointments (officers, investigative consultant, and education reviewers)

Buckminster nominated Fish for Chairperson; Manley seconded. A roll call vote was taken. Voting aye: Bryant, Buckminster, Parker, Willford, Manley (5). Voting nay: none (0). Abstain: Fish (1) Absent: Ali-Dinar, Deemer, Sutton (3). Motion Carried.

Willford nominated Buckminster for Vice Chairperson; Manley seconded. A roll call vote was taken. Voting aye: Bryant, Fish, Parker, Willford, Manley (5). Voting nay: none (0). Abstain: Buckminster (1) Absent: Ali-Dinar, Deemer, Sutton (3). Motion Carried.

Buckminster nominated Willford for Secretary; Bryant seconded. A roll call vote was taken. Voting aye: Bryant, Buckminster, Fish, Parker, Manley (5). Voting nay: none (0). Abstain: Willford (1) Absent: Ali-Dinar, Deemer, Sutton (3). Motion Carried.

Fish suggested Willford for Investigative Consultant, all board members agreed.

Fish suggested Parker for Education Reviewers, all board members agreed.

2023 NAB Delegate: Fish will be the board delegate, if unable to attend Parker would be delegate, if unable to attend then Willford would be delegate.

MOTION: Manley moved to have the board cover expensed for the NAB conference for Willford; Buckminster seconded. A roll call vote was taken. Voting aye: Bryant, Buckminster, Parker, Fish, Manley (5). Voting nay: none (0). Abstain: Willford (1) Absent: Ali-Dinar, Deemer, Sutton (3). Motion Carried.

8. Adjournment

The upcoming meeting is scheduled for 7.18.2023. No further information presented, and the Chair declared the meeting adjourned at 2:11 p.m.

Alex Willford, Secretary
Board of Nursing Home Administration

Summarized by: Carrie Oldehoeft, Health Licensing Coordinator, Licensure Unit