

**MEETING MINUTES**  
**BOARD OF NURSING HOME ADMINISTRATION**  
July 19, 2022

**1. ROLL CALL**

The Virtual Conferencing meeting of the Board of Nursing Home Administration was called to order by Alex Willford, Chairperson, at 1:06 p.m. in Lower Level, Room B, 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 10.13.2022.

The following members answered roll call:

**Members Present(8):**

Shannon Buckminster, Member (on phone)  
David Deemer, Member (on phone)  
Amy Fish, Vice Chairperson (in room)  
Theresa Parker, Secretary (on phone)  
Alex Willford, Chairperson (on room)  
Janelle Ali-Dinar, Member (on phone)  
Natalie Manley, Member (on phone)  
Debra Sutton, Member

**Members Absent (1):**

Linda Bryant, Member

**Others Present (4):**

Kris Chiles, Program Manager, Licensure Unit (in room)  
Carrie Oldehoeft, Health Licensing Coordinator, Licensure Unit (in room)  
TJ O'Neill, Assistant Attorney General (in room)  
Teresa Hampton, DHHS Attorney (on phone)  
Anna Harrison, Compliance Coordinator (on phone)

**2. ADOPTION OF AGENDA**

**MOTION:** Willford moved, seconded by Ali-Dinar, to adopt the agenda. A roll call vote was taken. Voting aye: Buckminster, Deemer, Fish, Parker, Willford, Ali-Dinar, Manley, Sutton (8). Voting nay: none (0). Absent: Bryant (1). Motion Carried.

**3. APPROVAL OF MINUTES (07.19.2022)**

**MOTION:** Parker moved, seconded by Deemer, to adopt the minutes with corrections. A roll call vote was taken. Voting aye: Buckminster, Deemer, Fish, Parker, Willford, Ali-Dinar, (6). Voting nay: none (0). Absent: Bryant (1). Abstain: Manley, Sutton (2) Motion Carried.

**4. New Business, Reports, and Updates**

- a. Chiles updated the board that postcards are coming and online renewal is open.
- b. Chiles discussed the extension of Executive Orders 22-02.
  - CEU's are suspended for this renewal.
  - Carry over no longer an option, chiles will remind the Association of this change.
  - Chiles went over the clarification of people that are licensed in other states.
- c. National Association of Long Term Care Administrator Boards (NAB)
  - Fish planning to attend as an Exam Writer
  - Parker attending as a Chair of Education
  - Willford requested to attend
  - Board approved funding for up to 3 people

**MOTION:** Sutton moved, seconded by Willford, for board to approve sending and paying for three (3) people to the mid-term NAB conference. A roll call vote was taken. Voting aye: Buckminster, Deemer, Fish, Willford, Ali-Dinar, Manley, Sutton (7). Voting nay: none (0). Absent: Bryant (1). Abstain: Parker (1) Motion Carried.

- Board Delegate-last couple years have been Parker.

**MOTION:** Willford moved, seconded by Buckminster, for Amy Fish to represent the board as the delegate. A roll call vote was taken. Voting aye: Buckminster, Deemer, Willford, Ali-Dinar, Manley, Sutton (7). Voting nay: none (0). Absent: Bryant (1). Abstain: Parker, Fish (2) Motion Carried.

- d. Reports: are attached to the agenda

**5. Schedule 2023 Meetings:** The following dates were agreed to: January 17, April 18, July 18, October 17

## **6. INVESTIGATIVE REPORTS & OTHER CONFIDENTIAL INFORMATION** **CLOSED SESSION**

**MOTION:** Deemer moved, seconded by Willford, to enter into closed session at 1:53 p.m. to hear discussions of investigative/other confidential nature, and for the prevention of needless injury to the reputation of the individuals. Fish repeated the purpose of the motion. A roll call vote was taken. Voting aye: Buckminster, Deemer, Fish, Parker, Willford, Ali-Dinar, Manley, Sutton (8). Voting nay: none (0). Absent: Bryant (1). Abstain: none (0) Motion Carried.

## **7. APPLICATION REVIEW, RECOMMENDATION AND REPORT OUT ON MAIL BALLOTS** **OPEN SESSION**

Fish stated no further closed session details needed to be discussed and entered into open session at 2:16 p.m. Verbal agreement with the board members. No applications needed review.

### **Hollie Jacobsen – Provisional NHA applicant**

**MOTION:** Parker moved, seconded by Manley, to defer for more information. A roll call vote was taken. Voting aye: Buckminster, Deemer, Fish, Parker, Willford, Ali-Dinar, Manley, Sutton (8). Voting nay: none (0). Absent: Bryant (1). Abstain: none (0) Motion Carried.

### **Shaun Meyer – Reinstatement Nursing Home Administrator**

**MOTION:** Sutton moved, seconded by Buckminster, to issue without terms and conditions. A roll call vote was taken. Voting aye: Buckminster, Deemer, Fish, Parker, Willford, Ali-Dinar, Manley, Sutton (8). Voting nay: none (0). Absent: Bryant (1). Abstain: none (0) Motion Carried.

## **8. Adjournment**

The upcoming meeting is scheduled for 01.17.2023. No further information presented, and the Chair declared the meeting adjourned at 2:19 p.m.

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Theresa Parker, Secretary  
Board of Nursing Home Administration

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