

MINUTES

COVER PAGE

BOARD NAME: Nursing Home Administrators Licensing Board

DATE: January 16, 2002

LOCATION: Gardiner Annex, 122 Northern Avenue, Gardiner, Maine

TIME SCHEDULED: 9:30 A.M. **TIME CALLED TO ORDER:** 9:30 A.M. **TIME ADJOURNED:** 1:00 P.M.

CHAIR: Barbara Steller, Chair

MEMBERS PRESENT: Barbara Steller, Chair
Margot Russell
John Pratt
Stephen Garde
Michael Beal
Marie Fisher

MEMBERS ABSENT: Mary Jane Richards

OTHERS PRESENT: Jack Richards, Assistant Attorney General
Lou Dorogi, Director, Licensing & Certification, DHS
Elaine Thibodeau, Health Board Administrator
Diane Bradstreet, Board Clerk
Diane Jones, Department of Human Services

**NURSING HOME ADMINISTRATORS LICENSING BOARD
BOARD MEETING MINUTES
JANUARY 16, 2002**

CALL TO ORDER

Barbara Steller, Chair, called the meeting to order at 9:30 a.m. and welcomed new Board Member, Stephen Garde.

APPROVAL OF MINUTES

In a motion by John Pratt, seconded by Margot Russell, the Board voted unanimously to approve the December 19, 2001 minutes as amended. The minutes will be corrected to indicate that both Mary Jane Richards and Marie Fisher were recused when a vote was taken on the letter of guidance in Complaint #NHA-041.

APPLICATION REVIEW

David Guasta – The Board reviewed the application of Mr. Guasta who is requesting temporary licensure as well as licensure by endorsement. Mr. Gusta will be the temporary administrator at the Brewer Rehabilitation & Living Center with Thomas M. Skirven, license #MLA 656, as Consultant. Margot Russell made a motion to approve both the temporary license and the request for endorsement. The motion was seconded by John Pratt. All in favor with Michael Beal recused. The temporary license will be effective from January 16, 2001 – April 16, 2002.

Adam Lavoie – An application requesting an extension of Mr. Lavoie's temporary nursing home administrator's license was reviewed and unanimously approved in a motion by Michael Beal, seconded by John Pratt. Mr. Lavoie is the temporary administrator at L'Acadie in Van Buren with Romeo Parent, license #MLA 517, as Consultant. The temporary license will be effective from January 18, 2002 to April 18, 2002.

ELECTION OF OFFICERS

In a motion by John Pratt, seconded by Margot Russell, the Board voted unanimously to re-elect Barbara Steller as Chair.

The Board's committees for the coming year will be comprised of the following:

Marie Fisher – Administrator-in-Training Committee
Michael Beal – Complaint Officer
Mary Jane Richards and Stephen Garde – Education Committee

The Chair also read John Pratt's letter announcing his intention to not seek reappointment to the Board when his term expires on February 16th of this year.

INFORMAL CONFERENCE

Complaint #NHA-046 - The Informal Conference which was scheduled for 9:30 a.m. was postponed until the February meeting.

Complaint #NHA-045 - John Pratt presided, because Barbara Steller had recused herself as had Marie Fisher. Complaint Officer Michael Beal also did not participate in this informal conference.

At the outset of the Informal Conference, a motion was made by Stephen Garde, seconded by Margot Russell, to go into executive session at 10:40 a.m. All in favor.

The Board came out of executive session at 12:41 p.m.

A motion was made by Stephen Garde, seconded by John Pratt, that the licensee be put on probation for one year under the terms and conditions discussed. All opposed. Motion failed.

In a motion by Stephen Garde, seconded by Margot Russell, the Board voted unanimously to re-enter into executive session at 12:45 p.m.

The Board came out of executive session as 1:05 p.m.

In a motion by John Pratt, seconded by Stephen Garde, the Board voted unanimously to enter into a Consent Agreement for Warning in which the licensee will be required to complete 12 continuing education credit hours in nursing home management and administration within six months from the effective date of the agreement.

ADMINISTRATOR'S COMMENTARY – ELAINE THIBODEAU

Elaine's commentary consisted of the following:

- budget update,
- distribution of the "End-of-Life-Care" report that had been submitted to the Legislative Committee on Health & Human Services,
- distribution of the Bureau of Insurance's "Consumer's Guide to Long-Term Care Insurance", and
- distribution of an article from the winter edition of the CPCU Journal entitled "Nursing Home Litigation – A Case for Reform."

ADJOURNMENT

There being no further business, in a motion by Michael Beal, seconded by Marie Fisher, the Board voted unanimously to adjourn the meeting at 1:40 p.m.

Respectfully submitted,

Diane J. Bradstreet
Board Clerk