

## MINUTES

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**BOARD NAME:** Nursing Home Administrators Licensing Board

**DATE:** March 20, 2002

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

<b>TIME</b>	<b>TIME CALLED</b>	<b>TIME</b>
<b>SCHEDULED:</b> 9:30 A.M.	<b>TO ORDER:</b> 9:30 A.M.	<b>ADJOURNED:</b> 10:30 A.M.

**CHAIR:** Barbara Steller, Chair

**MEMBERS PRESENT:** Barbara Steller, Chair  
Mary Jane Richards  
John Pratt  
Stephen Garde  
Marie Fisher

**MEMBERS ABSENT:** Margot Russell

**OTHERS PRESENT:** Jack Richards, Assistant Attorney General  
Lou Dorogi, Director, Bureau of Medical Services, DHS  
Elaine Thibodeau, Health Board Administrator

**NURSING HOME ADMINISTRATORS LICENSING BOARD  
BOARD MEETING MINUTES  
MARCH 20, 2002**

**CALL TO ORDER**

Barbara Steller, Chair, called the meeting to order at 9:30 a.m.

**APPROVAL OF MINUTES**

In a motion by John Pratt, seconded by Stephen Garde, the Board voted unanimously to approve the February 20, 2002 minutes as written.

**APPLICATION REVIEW**

Nancy E. Gallant – An application for licensure as a Residential Care Facility Administrator was reviewed and unanimously approved in a motion by Marie Fisher, seconded by Mary Jane Richards. Ms. Gallant is currently the administrator at Country Meadows in Bangor.

Robert Moran – An application for an Administrator-in-Training Program (AIT) for Mr. Moran was reviewed and approved on the condition that he completes a course in Principles of Health Care Management prior to the completion of his AIT program. The motion was made by Mary Jane Richards and seconded by Marie Fisher. All in favor with John Pratt recused.

Mr. Moran's full-time Administrator-in-Training program will be conducted at Harmony Nursing Home in Houlton with Ron Langworthy, license #MLA 373, as Preceptor. The commencement date of this program will be April 1, 2002. Both Mr. Moran and Mr. Langworthy were in attendance at the meeting.

**ADMINISTRATOR'S COMMENTARY – ELAINE THIBODEAU**

Elaine advised each board member of any amount owed to them, thus-far, for expense vouchers that are being held during the pendency of the board's deficit, which currently stands at \$2,115. She also shared an article from the March issue of the AARP Bulletin, entitled "Waiting for Benefits? You'll Earn Interest" pertaining to Long-Term Care.

**OTHER BUSINESS**

This being John Pratt's last meeting, the board expressed its appreciation to him for his valuable contribution of expertise and time to the fulfillment of its regulatory mandate.

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**ADJOURNMENT**

There being no further business, the meeting was adjourned at 10:30 a.m.

Respectfully submitted,

Elaine Thibodeau  
Health Board Administrator

*(Filling-in for Diane Bradstreet,  
Board Clerk)*

*p.s., Elaine wishes to thank Board Member Mary Jane Richards for her consultation services on these minutes.*