

STATE OF MAINE
NURSING HOME ADMINISTRATORS LICENSING BOARD

Minutes of August 18, 2004 Board Meeting

Members Present: Barbara Steller, Chair; Mary Jane Richards, Complaint Officer; Stephen Garde, and Marie Fisher

Others Present: Penny Vaillancourt, Administrator; Kaidena Neumann, Complaint Office; Jack Richards, Assistant Attorney General and Jessica Doody, Acting Board Clerk

Members Absent: Catherine Saltz and Margot Russell

CALL TO ORDER

Barbara Steller, Chair, called the meeting to order at 9:00 a.m.

APPROVAL OF MINUTES

In a motion by Mary Jane Richards, seconded by Marie Fisher, the Board voted unanimously to approve the July 21, 2004 minutes as written.

APPLICATION REVIEW

Tammy Lynn Pike – Ms. Pike's application for the Administrator-in-Training Program was reviewed and approved unanimously in a motion by Marie Fisher, seconded by Stephen Garde.

Ms. Pike's Administrator-in-Training Program will be conducted at Coastal Manor in Yarmouth with Orey Gadway, license #AD 743, as Preceptor. The commencement date of this program will be September 13, 2004.

Jeffrey Allen Herman – Mr. Herman's application for the Administrator-in-Training Program was reviewed and approved unanimously in a motion by Marie Fisher, seconded by Mary Jane Richards.

Mr. Herman's Administrator-in-Training Program will be conducted at the Maine Veterans Home in Augusta with Rosanne Tousignant, license #MLA 512, as Preceptor. The commencement date of this program will be September 7, 2004.

Leo Bouchard – Mr. Bouchard's application for the Administrator-in-Training Program was reviewed and in a motion by Mary Jane Richards, seconded by Marie Fisher, the board voted unanimously to table action on this application until the next meeting. Mr. Bouchard needs to submit a current preceptor certificate for Anne Walp, a transcript from Northeastern University, and additional documentation of the training program.

Fred C. Rovillard – Mr. Rovillard's application for a Residential Care Facility Administrator's license was reviewed and approved unanimously in a motion by Stephen Garde, seconded by Marie Fisher.

Nursing Home Administrators Licensing Board

Helen A. Spencer – Ms. Spencer's application for a Residential Care Facility Administrator's license was reviewed and approved unanimously in a motion by Stephen Garde, seconded by Mary Jane Richards.

Anthony J. Fox – Mr. Fox's application for a Residential Care Facility Administrator's license was reviewed and approved unanimously in a motion by Mary Jane Richards, seconded by Marie Fisher.

Theresa M. Nickse – Ms. Nickse's application for Temporary Licensure and Endorsement was reviewed and in a motion by Mary Jane Richards, seconded by Marie Fisher, the board voted unanimously to approve the application for temporary licensure and table the application for endorsement pending passage of the state examination.

Ms. Nickse will be the temporary administrator at Falmouth by the Sea with Craig Coffin, license #AD 523, as consultant.

Phillip B. Nickse – Mr. Nickse's application for Temporary Licensure and Endorsement was reviewed and in a motion by Mary Jane Richards, seconded by Stephen Garde, the board voted unanimously to approve the application for temporary licensure and table the application for endorsement pending passage of the state examination.

Mr. Nickse will be the temporary administrator at the Augusta Rehabilitation Center with Roger Painchaud, license #MLA 372, as consultant.

COMPLAINT PRESENTATIONS

Complaint #NHA – 075 – Mary Jane Richards was the Complaint Officer in this matter. Stephen Garde made a motion to schedule an Informal Conference for discussion of potential violations of Chapter 11 of the board's rules regarding Expectation I, Prescriptions of the Code of Ethics. The motion was seconded by Marie Fisher. All in favor with Mary Jane Richards recused.

Complaint #NHA – 073 – Mary Jane Richards was the Complaint Officer in this matter. Marie Fisher made a motion to schedule an Informal Conference for discussion of potential violations of Chapter 11 of the board's rules regarding Expectation I, Prescriptions of the Code of Ethics. The motion was seconded by Stephen Garde. All in favor with Mary Jane Richards recused.

Complaint #NHA – 074 – Mary Jane Richards was the Complaint Officer in this matter. Stephen Garde made a motion to schedule an Informal Conference for discussion of potential violations of Chapter 11 of the board's rules regarding Expectation I, Proscriptions of the Code of Ethics. The motion was seconded by Marie Fisher. All in favor with Mary Jane Richards recused.

**ACTION ON CORRESPONDENCE REGARDING COMPLAINT #NHA – 059 / Ken Weber
Consent Agreement**

Motion to table this matter until the next meeting was made by Marie Fisher. Motion was seconded by Stephen Garde. All in favor with Mary Jane Richards recused.

ADMINISTRATOR’S REPORT – PENNY VAILLANCOURT

Penny Vaillancourt gave an update regarding appointments and re-appointments. Marie Fisher will not be seeking re-appointment to the board.

Penny Vaillancourt gave a financial analysis to the board and will provide the board with additional information at a later date.

ADJOURNMENT

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

Respectfully submitted,

Jessica S. Doody

Jessica S. Doody,
Acting Board Clerk