

STATE OF MAINE
NURSING HOME ADMINISTRATORS LICENSING BOARD

Minutes of March 22, 2006 Board Meeting

Members Present: Mary Jane Richards, Complaint Officer; Margaret Copelin, Tamra Deering and Mark Lowell

Others Present: Penny Vaillancourt, Board Administrator; Jack Richards, Assistant Attorney General and Diane Bradstreet, Board Clerk

Members Absent: Barbara Steller, Chair and Margot Russell

CALL TO ORDER

In a motion by Mark Lowell, seconded by Tamra Deering, the board voted unanimously to elect Mary Jane Richards as Interim Chair for this meeting.

Ms. Richards, Interim Chair, called the meeting to order at 9:00 a.m.

APPROVAL OF MINUTES

In a motion by Margaret Copelin, seconded by Mark Lowell, the Board voted unanimously to approve the February 22, 2006 minutes as written.

APPLICATION REVIEW

Andrew J. Cassidy – Mr. Cassidy's application for licensure as a Residential Care Facility Administrator was reviewed and approved unanimously in a motion by Tamra Deering, seconded by Margaret Copelin.

Thomas A. Davis – Mr. Davis' application for licensure as a Residential Care Facility Administrator was reviewed and approved unanimously in a motion by Margaret Copelin, seconded by Mark Lowell.

Jennifer Brown – Ms. Brown's application for the Administrator-in-Training Program was reviewed and approved unanimously in a motion by Tamra Deering, seconded by Mark Lowell.

Ms. Brown's full-time Administrator-in-Training Program will be conducted at Colonial Health Care in Lincoln with Garth Berenyi, license # MLA 801, as the Preceptor. The commencement date of this program will be April 1, 2006.

Malcolm Dean – Mr. Dean's application for endorsement as a nursing home administrator was reviewed and approved unanimously in a motion by Mark Lowell, seconded by Tamra Deering.

Nursing Home Administrator's Licensing Board Minutes

OVERVIEW OF COMPLAINT PROCESS

Jack Richards, Assistant Attorney General, presented the board with an overview of the complaint process.

DISCUSSION REGARDING RULEMAKING

This discussion was tabled until a later date.

COMMITTEE REPORTS

Examination Committee – The next state examination will be conducted on Thursday, April 13, 2006. Only one candidate is scheduled to sit for this examination.

Complaint Committee – Mary Jane Richards reported that there are currently twelve complaints pending.

Education Committee – The board reviewed current requests.

AIT Committee – Mark Lowell reported that there are currently five Administrator-in-Training Programs in progress. He also reported on the letter received from Gail Hillstrom of Mount St. Joseph informing the board that the commencement date of Paul Tousignant's Administrator-in-Training Program will be March 13, 2006.

ADMINISTRATOR'S REPORT – PENNY VAILLANCOURT

Ms. Vaillancourt gave a financial update and reported on the number of active licensees.

AJOURNMENT

There being no further business, in a motion by Mark Lowell, seconded by Tamra Deering, the board voted unanimously to adjourn at 11:00 a.m.

Respectfully submitted,

Diane Bradstreet
Board Clerk