

STATE OF MAINE
NURSING HOME ADMINISTRATORS LICENSING BOARD

Minutes of April 26, 2006 Board Meeting

Members Present: Barbara Steller, Chair; Mary Jane Richards, Complaint Officer; Margaret Copelin, Tamra Deering, Margot Russell and Mark Lowell

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

Members Absent: None

CALL TO ORDER

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

APPROVAL OF MINUTES

In a motion by Mark Lowell, seconded by Mary Jane Richards, the Board voted unanimously to approve the March 22, 2006 minutes as written.

APPLICATION REVIEW

Judith W. Cox - Ms. Cox's application for licensure as a Residential Care Facility Administrator was reviewed and approved unanimously in a motion by Mary Jane Richards, seconded by Margot Russell.

John N. Dionne – Mr. Dionne's application for licensure as a Residential Care Facility Administrator was reviewed and approved unanimously in a motion by Mark Lowell, seconded by Tamra Deering.

COMPLAINT PRESENTATIONS

NHA-085 – In a motion by Margot Russell, seconded by Mark Lowell, the board voted to schedule an informal conference in this matter. All in favor with Mary Jane Richards and Margaret Copelin recused.

NHA-086 – In a motion by Mark Lowell, seconded by Margaret Copelin, the board voted to schedule an informal conference in this matter. All in favor with Mary Jane Richards recused.

2005-NHA-2332 – In a motion by Margaret Copelin, seconded by Tamra Deering, the board voted to dismiss this complaint. All in favor with Mary Jane Richards recused.

COMMITTEE REPORTS

Examination Committee – Margot Russell reported that the board did not have any candidates for the April examination.

Complaint Committee – Mary Jane Richards reported that there are currently thirteen complaints pending. Ms. Richards also stated that due to a conflict, she will need to assign two of those complaints to another board member. It was recommended by Barbara Steller that Margaret Copelin handle the two complaints.

Education Committee – The board reviewed current requests.

AIT Committee – Mark Lowell reported that there are currently seven Administrator-in-Training Programs in progress.

CHAIR'S REPORT

The chair did not have a report.

ADMINISTRATOR'S REPORT – PENNY VAILLANCOURT

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

Ms. Vaillancourt also reported that she is still researching the nationwide standards for nursing home administrator licensing which is being proposed by NAB. According to NAB, this "Interstate Licensure Endorsement" would ensure entry-level requirements and facilitate movement of administrators between jurisdictions. According to Ms. Vaillancourt, this agreement would facilitate looking into the requirements for each state to be sure that Maine does not enter into an agreement with a state that has requirements lower than Maine's.

MISCELLANEOUS

Discussed was the correspondence from First Atlantic Healthcare in which they are requesting that special permission be granted to Garth Berenyi to preceptor a second potential candidate for the Administrator-in-Training Program. The board plans to write to First Atlantic to gather additional information.

INFORMAL CONFERENCE – NHA-084

In a motion by Mary Jane Richards, seconded by Margot Russell, the board voted unanimously to enter into executive session for the purpose of conducting an informal conference on Complaint NHA-084.

In a motion by Mark Lowell, seconded by Margaret Copelin, the board voted unanimously to come out of executive session.

In a motion by Mark Lowell, seconded by Tamra Deering, the board voted to offer this licensee a consent agreement which will include probationary status for two years, educational requirements and the requirement that the licensee submit reports to the board every three months. All in favor with Mary Jane Richards recused.

DISCUSSION REGARDING RULEMAKING

This discussion was tabled until a later date.

APPROVAL OF CONTINUING EDUCATION AUDIT

In a motion by Mary Jane Richards, seconded by Margot Russell, the board voted unanimously to approve the list of 2003 – 2004 and 2004 – 2005 CEU audit approvals.

AJOURNMENT

There being no further business, the meeting was adjourned at 12:00 p.m.

Respectfully submitted,

Diane Bradstreet
Board Clerk