

**STATE OF MAINE**  
**NURSING HOME ADMINISTRATORS LICENSING BOARD**

*Minutes of June 28, 2006 Board Meeting*

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

**Others Present:** Jack Richards, Assistant Attorney General and Diane Bradstreet, Board Clerk

**Members Absent:** Barbara Steller, Chair

**CALL TO ORDER**

Mark Lowell, Acting Chair, called the meeting to order at 9:00 a.m.

**MOTION TO AMEND AGENDA**

In a motion by Margot Russell, seconded by Tamra Deering, the board voted unanimously to add the review of an application for temporary licensure for a Dottie Cardarelli.

**APPROVAL OF MINUTES**

In a motion by Margot Russell, seconded by Tamra Deering, the Board voted unanimously to approve the May 24, 2006 minutes as written.

**APPLICATION REVIEW**

Craig L. Fournier - Mr. Fournier's application for licensure as a Residential Care Facility Administrator was reviewed and approved unanimously in a motion by Mary Jane Richards, seconded by Tamra Deering.

Stephen Heddericg - Mr. Heddericg'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.

Michael J. Pescatello – Mr. Pescatello's application for licensure as a Temporary Nursing Home Administrator was reviewed and approved unanimously in a motion by Mary Jane Richards, seconded by Margaret Copelin.

Mr. Pescatello will be the temporary administrator at the Hawthorne House/Freeport Place with Vicki N. White, license # MLA 407, as Consultant. The license will be in effect on June 28, 2006.

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Ted J. Purdy – Mr. Purdy's request for licensure by endorsement was reviewed and approved unanimously pending passage of the state written examination in a motion by Mary Jane Richards, seconded by Tamra Deering.

Lucille J. Atwell – In a motion by Mary Jane Richards, seconded by Margot Russell, Ms. Atwell's application for the Administrator-in-Training Program was tabled until she completes six (6) college credits in management.

Dottie Cardarelli – Ms. Cardarelli application for licensure as a Temporary Nursing Home Administrator was reviewed and approved in a motion by Margot Russell, seconded by Margaret Copelin. All in favor with Mary Jane Richards and Tamra Deering recused.

Ms. Cardarelli will be the temporary administrator at the Narraguagus Bay Health Care Facility with Mary Jane Richards, license #MLA 632, as Consultant. The license will be effective on June 28, 2006.

#### **DISCUSSION REGARDING CONSENT AGREEMENT**

In a motion by Margaret Copelin, seconded by Mary Jane Richards, the board voted unanimously to enter into executive session for the purpose of discussing a consent agreement.

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

#### **INFORMAL CONFERENCE – NHA-085**

In a motion by Mary Jane Richards, seconded by Margot Russell, the board voted unanimously to go into executive session to hold an informal conference on Complaint #NHA-085.

In a motion by Margot Russell, seconded by Tamra Deering, the board voted unanimously to come out of executive session.

In a motion by Tamra Deering, seconded by Margot Russell, the board voted to dismiss this complaint. All in favor with Margaret Copelin recused.

#### **COMPLAINT PRESENTATION NHA-087**

In a motion by Margot Russell, seconded by Mark Lowell, the board voted to hold an informal conference in this matter. All in favor with Mary Jane Richards and Tamra Deering recused.

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## **CORRESPONDENCE**

Gail Hillstrom – Reviewed was correspondence from Ms. Hillstrom notifying the board that she was leaving her current position as administrator at Mount St Joseph and will become the administrator of the Maine Veterans Home in Augusta and that her Administrator-in-Training, Paul Tousignant, would continue his program at that facility.

Joselyn L. Almy – Ms. Almy notified the board that due to a medical condition she has been unable to complete her continuing education requirements and has requested an extension of time in which to do so.

In a motion by Mary Jane Richards, seconded by Tamra Deering, the board voted unanimously to grant Ms. Almy until August 31, 2006 in which to complete her continuing education requirements.

Cynthia Noyes – Ms. Noyes has requested the board to consider granting a waiver of the preceptor requirements. Board rules require that an administrator have five years of experience prior to becoming a preceptor and Ms. Noyes does not meet that requirement.

In a motion by Margot Russell, seconded by Margaret Copelin, the board denied this request as the board does not have a provision in its current rules to make exceptions to the qualifications of a preceptor.

Clarice Bartlett – Ms. Bartlett informed the board that due to a motor vehicle accident she will not complete her administrator-in-program as expected and therefore will miss the July 14, 2006 examination. Ms. Bartlett is requesting the board to extend her program for the length of time she was out of work and to have her examination proctored at another time, specifically the week of July 24<sup>th</sup>.

In a motion by Margaret Copelin, seconded by Mark Lowell, the board voted to accommodate this licensee due to her extenuating circumstances. Margaret Copelin offered to proctor the examination.

## **INFORMAL CONFERENCE – COMPLAINT #NHA-083**

In a motion by Tamra Deering, seconded by Mary Jane Richards, the board voted to go into executive session for the purpose of conducting an informal conference on Complaint #NHA-083.

In a motion by Mary Jane Richards, seconded by Margot Russell, the board voted unanimously to come out of executive session.

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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.

#### **INFORMAL CONFERENCE – NHA-086**

In a motion by Mary Jane Richards, seconded by Margaret Copelin, the board voted unanimously to enter into executive session for the purpose of conducting an informal conference on Complaint #NHA-086.

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

In a motion by Tamra Deering, seconded by Margot Russell, the board voted to offer the licensee a consent agreement which will include a reprimand and a two year licensure suspension.

All in favor with 1 opposed (Margaret Copelin) and 1 recused ( Mary Jane Richards).

#### **AJOURNMENT**

There being no further business, the meeting was adjourned at 3:00 p.m.

Respectfully submitted,

Diane Bradstreet  
Board Clerk