

STATE OF MAINE
NURSING HOME ADMINISTRATORS LICENSING BOARD

Minutes of September 27, 2006 Board Meeting

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

Others Present: Penny Vaillancourt, Board Administrator and Jennifer Mooney, Board Clerk

Members Absent: Tamra Deering; Jack Richards, Assistant Attorney General

CALL TO ORDER

Barbarba Steller called the meeting to order at 9:01 a.m.

MOTION TO AMEND AGENDA

In a motion by Mark Lowell, and seconded by Margot Russell, the board voted unanimously to amend the agenda to include the review of applications.

APPROVAL OF MINUTES

In a motion by Mark Lowell, and seconded by Mary-Jane Richards, the Board voted unanimously to approve the August 23, 2006 minutes as written.

APPLICATION REVIEW

Karen L. Fatz –Ms. Fatz’s application for licensure as a Temporary Administrator was reviewed and approved unanimously in a motion by Mark Lowell, and seconded by Margaret Copelin.

Kerry Sirois - Ms. Sirois’s request for the Administrator-in-Training (MLA) was reviewed and approved unanimously in a motion by Mark Lowell, and seconded by Margaret Copelin. Ms. Sirois will begin her AIT program effective Monday, October 2nd.

Janet Hope – Ms. Hope’s request for the Administrator-in-Training (MLA) was reviewed and approved unanimously in a motion by Mark Lowell, and seconded by Margaret Copelin pending receipt of a breakdown of the number of hours contained within her program. The board informed the applicant and the preceptor that a detailed breakdown of AIT hours must be submitted to the board.

Lynette Young – Ms. Young’s request for the Administrator-in-Training (MLA) was reviewed and approved unanimously in a motion by Mark Lowell, seconded by Margot Russell. Ms. Young will need to provide the board with proof of meeting the Residential Care component prior to sitting for the state examination.

Joselyn L. Almy – Ms. Almy's CEU's were reviewed and approved unanimously in a motion by Mark Lowell, and seconded by Margaret Copelin.

Darby Northway – Ms. Northway's request for a waiver of the required CEU's due to a hardship was reviewed and approved unanimously in a motion by Mary-Jane Richards, and seconded by Barbara Steller.

MISCELLANEOUS

The board and the board administrator discussed the requirements for licensure and the licensure process of a MLA license. Specifically, the discussion centered on how AIT candidates and endorsement candidates are to provide evidence to the board of meeting the residential care requirements pursuant to Chapter 4, Section 1(C). The board concluded that for AIT candidates, the residential care requirement can be completed during the course of the AIT program, so long as one of the options outlined in Chapter 4, Section 1 (C) are met and submitted to the board prior to taking the state examination. The board also concluded that for endorsement candidates, the residential care requirement can be met so long as one of the options outlined in Chapter 4, Section 1 (C) is submitted to the board prior to taking the state examination.

COMMITTEE REPORTS

Examination Committee – There are approximately seven candidates ready to take the state examination on October 12, 2006.

Education Committee – The board reviewed current requests.

AIT Committee – Mark Lowell reported that there are currently 7 Administrator-in-Training Programs in progress.

ADMINISTRATOR'S REPORT

The Administrator gave the current number of licensees and provided a financial update.

AJOURNMENT

There being no further business, in a motion by Mary-Jane Richards, seconded by Barbara Steller, the board voted unanimously to adjourn at 10:41 a.m.

Respectfully submitted,

Jennifer Mooney
Board Clerk