

STATE OF MAINE
NURSING HOME ADMINISTRATORS LICENSING BOARD

Minutes of August 22, 2007 Board Meeting

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

Others Present: Jack Richards, AAG; Penny Vaillancourt, Board Administrator and Jennifer Mooney, Board Clerk

Members Absent: Margaret Copelin

CALL TO ORDER

Barbara Steller, Chair, called the meeting to order at 9:03 a.m.

APPROVAL OF MINUTES

In a motion made by Tamra Deering and seconded by Mary Jane Richards, the Board voted unanimously to approve the July 25, 2007 minutes as written.

Vote: 5 in favor

APPLICATION REVIEW

Ray Nagel – Mr. Nagel's application for the Administrator-In-Training Program was reviewed and approved in a motion made by Mark Lowell and seconded by Margot Russell.

Vote: 5 in favor

Mr. Nagel's full-time Administrator-In-Training Program will be conducted at Greenwood Center with Richard Boisvert, license #MLA600, as Preceptor. The commencement date of this program will be September 1, 2007 unless otherwise indicated.

COMPLAINT ITEMS

NHA-084

The board reviewed compliance documents submitted to the board as a result of a consent agreement. After a full review a motion was made by Mary Jane Richards and seconded by Tamra Deering, to approve the compliance documents as submitted. The board will send the licensee a letter regarding the remaining conditions of probation which include CMS Guideline training and a 3 credit course from an accredited university which has been pre-approved by the board.

Vote: 5 in favor

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COMMITTEE REPORTS

Examination Committee – Nothing to report at this time.

Education Committee – The board reviewed current requests.

Complaint Committee – Mary Jane Richards reported there are 10 open complaints.

AIT Committee – Mark Lowell reported there are 3 AIT's and 1 AIT has completed the program and is ready to take the national and state exam.

CHAIR REPORT

Barbara Steller gave the board an update regarding a proposed AIT in-service training course that DHHS is proposing. Penny Vaillancourt will follow up on the proposed training with DHHS.

Ms. Steller also requested to attend the annual National Association of Long Term Care Board meeting in Las Vegas on November 14-16, 2007. A motion was made by Mary Jane Richards, seconded by Margot Russell, to send Barbara Steller, board chair to the annual NAB conference.

Vote: 4 in favor (1 recusal – Barbara Steller)

ADMINISTRATOR'S REPORT

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

AJOURNMENT

There being no further business, in a motion made by Mary Jane Richards and seconded by Tamra Deering, the board voted unanimously to adjourn at 9:56 a.m.

Respectfully submitted,
Jennifer Mooney, Board Clerk