

**MARYLAND DEPARTMENT OF HEALTH  
STATE BOARD OF EXAMINERS OF NURSING HOME ADMINISTRATORS**

**NOVEMBER 14, 2018  
BOARD MEETING MINUTES**

The 424<sup>th</sup> Board Meeting was convened at 9:38 a.m. at 4201 Patterson Avenue, Baltimore, MD on Wednesday, November 14, 2018.

**Members Present**

1. Felicia Anthony, Chair
2. Thomas Edmondson, Vice-Chair
3. Debra Buckalew
4. Patricia Cash
5. Stevanne Ellis
6. Jennifer Goldsborough
7. Margie Heald
8. Charell McKenzie
9. Phillip Pawlukovich
10. Roy Savoie
11. Belinda Strayhorn
12. Calvin Vain

**Representatives of the State**

1. Ronda Butler Washington  
Executive Director
2. Andrea Hill  
Licensing Coordinator
3. David Wagner, Esq., Board Counsel  
Assistant Attorney General
4. Lillian Reese  
Legislative & Regulations Coordinator

**Visitors**

1. Kimberly C. Lang, PhD  
MDH

**ORDER OF BUSINESS**

**Approval of the Agenda**

The agenda was accepted as submitted.

**Approval of Minutes**

The minutes of the October 10, 2018 Board Meeting were approved as submitted.

### **Chair's Report**

Board Chair Anthony stated the next Board meeting will be held Wednesday, December 12, 2018 at 9:30 a.m. Board Chair Anthony thanked Ms. Strayhorn for serving as Acting Chair at the last meeting due to her and Dr. Edmondson's absence.

### **Office Report**

Ms. Washington provided the following office report:

#### **For the month of October:**

- 3 Original license were issued
- 17 Licenses were renewed
- 1 License went into inactive status
- 2 Licenses were reactivated
- 1 AIT application was processed

#### **As of November 14, 2018 there are currently:**

- 526 active LNHA's
- 27 inactive LNHA's
- 265 non-renewed (lapsed) LNHA's
- 18 candidates are currently in active AIT programs

### **Credentials Committee Update**

On October 30, 2018 the Credentials Committee reviewed and approved the following:

- One completed AIT programs for final licensure
- One endorsement application

### **AIT Site Monitoring Visit**

On November 2 the Executive Director conducted an AIT site visit with Board Member Phillip Pawlukovich.

### **Hiring Contractual Health Occupations Investigator**

October 31 was the closing date for this position posting. Resume review has begun, and interviews will be scheduled in the very near future. The position will be filled as soon as possible.

**Briefing on NAB Mid-Year Meeting: November 7-9, 2018**

Board Chair Anthony stated that NAB has decided to focus on three initiatives, and they are the AIT/Preceptor program, how to prepare for exams, and the CE registry. They plan to make videos and promote the various resources that they have made available to candidates and preceptors. Ms. Washington stated that in the discussions that she attended the focus was on finding funding for AIT programs, best practices for awarding credit for AIT programs, procedures used for licensees with positive criminal histories and issues that the states may or may not be having with the testing company, PSI.

**Move to Closed Session**

Pursuant to Section 3-305 of the Maryland General Provisions Article, by a majority vote to close its meeting on November 14, 2018 at 9:51 am in Room 106, for the purpose of complying with Section 3-305(b) (13) of the General Provisions Article and Section 1-401 of the Health Occupations Article, which prevent the public disclosure of particular proceedings and discussions, the Board goes into closed session.

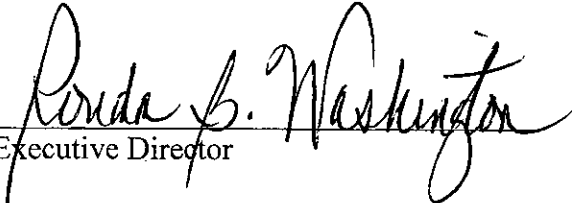
**Reopened Open Session**

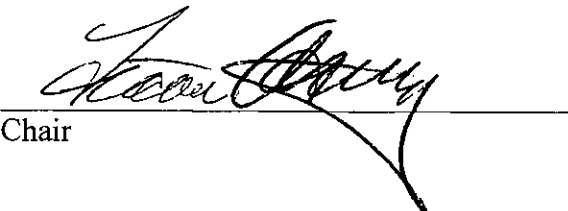
The Legislative Committee provided the following verbiage for amendment to COMAR:

E. Prosecution of [Complaint] ***Complaints***.

- (1) For each complaint, after reviewing the complaint, [and] any investigative material, [the Board, through its] ***and the*** disciplinary [subcommittee] ***subcommittee's recommendation, the Board*** shall:

The Board voted unanimously to approve the amendment to COMAR.

  
Executive Director

  
Chair