



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

**MICHIGAN BOARD OF NURSING HOME ADMINISTRATORS  
DISCIPLINARY SUBCOMMITTEE  
DECEMBER 3, 2019 MEETING**

**APPROVED MINUTES**

In accordance with the Open Meetings Act, 1976 PA 267, as amended, the Michigan Board of Nursing Home Administrators Disciplinary Subcommittee met on December 3, 2019, at Conference Room 4, 611 West Ottawa Street, Lansing, Michigan 48933.

**CALL TO ORDER**

Ian Koffler, Public Member, Chairperson, called the meeting to order at 10:31 a.m.

**ROLL CALL**

**Members Present:** Ian Koffler, Public Member, Chairperson  
Cheryl Bray, RN, NHA, Alternate  
Margaret Chatti, BSN, NHA  
Kristine Dozeman, Public Member

**Members Absent:** Paul Barber, NHA

**Staff Present:** Kimmy Catlin, Board Support, Boards and Committees Section  
Carla Chapman, Analyst, Compliance Section

**APPROVAL OF AGENDA**

MOTION by Chatti, seconded by Bray, to approve the agenda as presented.

A voice vote was taken.

MOTION PREVAILED

**APPROVAL OF MINUTES**

MOTION by Dozeman, seconded by Chatti, to approve the September 3, 2019 meeting minutes as presented.

A voice vote was taken.



Nays – None

MOTION PREVAILED

**PUBLIC COMMENT**

None

**ANNOUNCEMENTS**

The next regularly scheduled meeting will be held March 3, 2020, immediately following the Michigan Board of Nursing Home Administrators meeting scheduled to begin at 10:00 a.m. at the Ottawa Building, 611 West Ottawa Street, Upper Level Conference Room 4, Lansing, Michigan.

**ADJOURNMENT**

MOTION by Dozeman, seconded by Bray, to adjourn the meeting at 10:53 a.m.

A voice vote was taken.

MOTION PREVAILED

Minutes approved by the Board on June 2, 2020.

Prepared by:

Kimmy Catlin, Board Support

December 5, 2019

Bureau of Professional Licensing