



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

MICHIGAN BOARD OF NURSING HOME ADMINISTRATORS 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 met on December 3, 2019, at Conference Room 4, 611 West Ottawa Street, Lansing, Michigan 48933.

CALL TO ORDER

Kimberly Kimbrough-Wozniak, NHA, Chairperson, called the meeting to order at 10:00 a.m.

ROLL CALL

Members Present: Kimberly Kimbrough-Wozniak, NHA, Chairperson
Rickey Ackerman, NHA, Vice-Chairperson
Cheryl Bray, RN, NHA
Margaret Chatti, BSN, NHA
Kristine Dozeman, Public Member
Ian Koffler, Public Member (Arrived at 10:17 a.m.)
Marie Patrick, RN, NHA

Members Absent: Paul Barber, NHA
Helen Hartwell, Public Member

Staff Present: Kimmy Catlin, Board Support, Boards and Committees Section
Dena Marks, Analyst, Boards and Committees Section

APPROVAL OF AGENDA

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

A voice vote was taken.

MOTION PREVAILED

APPROVAL OF MINUTES

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

A voice vote was taken.

MOTION PREVAILED

REGULATORY CONSIDERATIONS

None

OLD BUSINESS

None

CE Discussion

MOTION by Chatti, seconded by Ackerman, to accept the recommendations made by the Continuing Education Committee. (Addendum 1).

A roll call vote was taken: Yeas: Bray, Chatti, Dozeman, Patrick, Ackerman, Wozniak
 Nays: None

MOTION PREVAILED

Rules Discussion

Marks explained that there are some issues within the current rules that need clarification.

Marks explained the Rules Committee Work Group process as well as the promulgation process.

MOTION by Bray, seconded by Chatti, to open the rules.

A roll call vote was taken: Yeas: Bray, Chatti, Dozeman, Patrick, Ackerman, Wozniak
 Nays: None

MOTION PREVAILED

Elections

Marks ran the election for chairperson.

MOTION by Ackerman, seconded by Dozeman, to re-elect Wozniak as chairperson.

A roll call vote was taken: Yeas: Bray, Chatti, Dozeman, Patrick, Ackerman, Wozniak
 Nays: None

MOTION PREVAILED

Marks ran the election for vice chairperson.

MOTION by Dozeman, seconded by Wozniak, to re-elect Ackerman as vice chairperson.

A roll call vote was taken: Yeas: Bray, Chatti, Dozeman, Patrick, Ackerman, Wozniak
 Nays: None

MOTION PREVAILED

Committee Assignments

Wozniak made the following appointments:

Rules

Ackerman
Barber
Wozniak

CE Review

Wozniak
Ackerman
Bray
Hartwell

Allegations

Ackerman
Barber
Wozniak

DSC

Bray
Patrick
Chatti
Koffler (Chair)

Dozeman
Barber – Professional Alternate
Hartwell – Public Alternate

Chair Report

Wozniak informed the Board that Barber attended the National Association of Long-Term Care Administrator Boards (NAB) meeting and will give an update at the next full Board meeting.

Wozniak stated that a member of the NAB is also willing to present to the Board.

Discussion was held.

Department Update

Marks announced that the department will be providing another board training on February 27, 2020, and all members are welcome to attend.

Marks announced that Debra Gagliardi has been named Director of the Bureau of Professional Licensing.

Catlin informed the Board that communication by email will only occur through state email addresses in order to comply with Governor Whitmer's executive directive. Additionally, it was announced that due to security concerns, Board badges will be deactivated and must be returned.

PUBLIC COMMENT

None

ANNOUNCEMENTS

The next regularly scheduled meeting will be held March 3, 2020 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 10:22 a.m.

A voice vote was taken.

MOTION PREVAILED

Minutes approved by the Board on June 2, 2020.

Prepared by:

Kimmy Catlin, Board Support
Bureau of Professional Licensing

December 6, 2019