



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

SHELLY EDGERTON
DIRECTOR

MICHIGAN BOARD OF NURSING HOME ADMINISTRATORS DECEMBER 5, 2017 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 5, 2017, at the Ottawa Building, Conference Room 4, 611 West Ottawa Street, Lansing, Michigan 48933.

CALL TO ORDER

Ricky Ackerman, Acting Chairperson, called the meeting to order at 10:09 a.m.

ROLL CALL

Members Present: Ricky Ackerman, NHA, Vice-Chairperson
Paul Barber, NHA
Margaret Chatti, BSN, NHA
Kristine Dozeman, Public Member
Bridget Looby Staffileno, Public Member

Members Absent: Kimberly Kimbrough-Wozniak, Chairperson NHA
Jana Broughton, NHA
Ian Koffler, Public Member

Staff Present: Kimmy Catlin, Board Support, Boards and Committees Section
Weston MacIntosh, Analyst, Boards and Committees Section
Dena Marks, Analyst, Boards and Committees Section
Rick Roselle, Analyst, Boards and Committees Section

APPROVAL OF AGENDA

MOTION by Barber, seconded by Dozeman, to approve the agenda as presented.

A voice vote was taken.

MOTION PREVAILED

APPROVAL OF MINUTES

MOTION by Chatti, seconded by Barber, to approve the September 5, 2017 meeting minutes as presented.

A voice vote was taken.

MOTION PREVAILED

REGULATORY CONSIDERATIONS

None

OLD BUSINESS

HPRC Appointment

Roselle explained the purpose and need for a Health Professional Recovery Commission (HPRC) appointment. Roselle also explained the Health Professional Recovery Program (HPRP).

NEW BUSINESS

CE Waiver Requests

Ruth Benjamin

MOTION by Barber, seconded by Chatti, to waive the required CE for the current license cycle.

A roll call vote followed: Yeas – Barber, Chatti, Dozeman, Looby Staffileno, Ackerman
 Nays – None

MOTION PREVAILED

Rules Discussion

MacIntosh informed the Board there is a need to open the rules and make revisions. MacIntosh explained the duties of the Rules Committee.

MOTION by Barber, seconded by Looby Staffileno, to open the rules.

Discussion was held.

A voice vote was held.

MOTION PREVAILED

NAB Update

Barber advised that he attended the National Association of Long Term Care Administrator Boards (NAB) meeting held in Georgia. Barber reminded the board that NAB offers licensees the opportunity to register with the NAB in order to help facilitate CE tracking. Barber explained that when the database for CE goes live, it will take time to become all electronic. The Board discussed how this database will help with the audit process.

Chair Report

None

Department Update

MacIntosh stated that the Department is in the process of updating the licensing software to Michigan Professional Licensing User System (MiPLUS).

MacIntosh introduced Dena Marks as the new Board Analyst.

MacIntosh announced that Kim Gaedeke has been named the Acting Deputy Director for the Department of Licensing and Regulatory Affairs and that Cheryl Pezon has been named the Acting Director of the Bureau of Professional Licensing.

PUBLIC COMMENT

None

ANNOUNCEMENTS

The next regularly scheduled meeting will be held March 6, 2018 at 10:00 a.m. at the Ottawa Building, 611 West Ottawa Street, Upper Level Conference Center, Conference Room 4, Lansing, Michigan.

ADJOURNMENT

MOTION by Barber, seconded by Dozeman, to adjourn the meeting at 10:40 a.m.

A voice vote was taken.

MOTION PREVAILED

Minutes approved by the Board on June 5, 2018.

Prepared by:

Kimmy Catlin, Board Support
Bureau of Professional Licensing

December 7, 2017