



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

SHELLY EDGERTON  
DIRECTOR

## MICHIGAN BOARD OF NURSING HOME ADMINISTRATORS MARCH 7, 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 March 7, 2017, at the Ottawa Building, Conference Room 4, 611 West Ottawa Street, Lansing, Michigan 48933.

#### CALL TO ORDER

Kimberly Kimbrough-Wozniak, Chairperson, called the meeting to order at 10:04 a.m.

#### ROLL CALL

**Members Present:** Kimberly Kimbrough-Wozniak, Chairperson NHA  
Ricky Ackerman, NHA, Vice-Chairperson  
Patricia Lyden, RN, MS, LNHA, LNC  
Margaret Chatti, BSN, NHA  
Bridget Looby Staffileno, Public Member  
Ian Koffler, Public Member

**Members Absent:** Kristine Dozeman, Public Member  
Paul Barber, NHA  
Jana Broughton, NHA

**Staff Present:** Brian Hoot, Board Support, Boards and Committees Section  
Patricia Leary, Analyst, Boards and Committees Section

#### APPROVAL OF AGENDA

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

A voice vote was taken.

MOTION PREVAILED

#### APPROVAL OF MINUTES

MOTION by Lyden, seconded by Chatti, to approve the December 13, 2016 meeting minutes as presented.

A voice vote was taken.

MOTION PREVAILED

## **REGULATORY CONSIDERATIONS**

None

## **OLD BUSINESS**

### **HPRC Appointment**

Leary explained that the HPRC appointment was discussed at the December 13, 2016 meeting. She stated that a candidate has not yet applied or expressed an interest to be the HPRC representative for the Board. Looby Staffileno stated she has contact information for a potential candidate that she will provide to Leary.

## **NEW BUSINESS**

### **Department Update**

Leary updated the Board on some Department staff changes. Cheryl Pezon has been promoted from Manager of Boards and Committees Section to Deputy Director of Bureau of Professional Licensing. Kerry Przybylo has been promoted from Analyst to Manager of Boards and Committees Section.

Hoot introduced himself as Board support.

### **Chair Report**

The National Association of Long Term Care Administrator Boards (NAB) will hold their annual meeting June 14-16, 2017 in Salt Lake City, UT. Kimbrough-Wozniak indicated she is going and encouraged anyone else interested in attending to contact her.

### **HPRP Annual Report**

Karen Carpenter, Analyst in Boards and Committees Section, presented the Board with the annual Health Professional Recovery Program (HPRP) report. Carpenter provided the Board with a brief synopsis of the HPRP and statistics of participants in HPRP from October 1, 2015 through September 30, 2016.

## **PUBLIC COMMENT**

None

## **ANNOUNCEMENTS**

The next regularly scheduled meeting will be held June 6, 2017 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 Lyden, seconded by Chatti, to adjourn the meeting at 10:11 a.m.

A voice vote was taken.

MOTION PREVAILED

Minutes approved by the Board on June 6, 2017.

Prepared by:  
Brian Hoot, Board Support  
Bureau of Professional Licensing

March 7, 2017