



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

MICHIGAN BOARD OF NURSING HOME ADMINISTRATORS JUNE 4, 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 June 4, 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 10:02 a.m.

ROLL CALL

Members Present: Kimberly Kimbrough-Wozniak, NHA, Chairperson
Rickey Ackerman, NHA, Vice-Chairperson
Paul Barber, NHA
Cheryl Bray, RN, NHA
Margaret Chatti, BSN, NHA
Kristine Dozeman, Public Member (Arrived at 10:19 a.m.)
Ian Koffler, Public Member

Members Absent: Jana Broughton, NHA

Staff Present: Bilal Allateef, Analyst, Licensing Division
Kimmy Catlin, Board Support, Boards and Committees Section
Linda Clewley, Manager, Licensing Division
Dena Marks, Analyst, Boards and Committees Section
Kerry Przybylo, Manager, Boards and Committees Section

APPROVAL OF AGENDA

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

A voice vote was taken.

MOTION PREVAILED

APPROVAL OF MINUTES

MOTION by Barber, seconded by Ackerman, to approve the December 4, 2018 meeting minutes as presented.

A voice vote was taken.

MOTION PREVAILED

Information on Egress Discussion

Kerry Przybylo introduced herself to the Board. Przybylo informed the Board of the new portal that the Department will be using to securely deliver meeting materials to the Board members. She provided a demonstration of how to access and use the portal.

REGULATORY CONSIDERATIONS

None

OLD BUSINESS

None

CE Discussion

Bilal Allateef and Linda Clewley explained the process of CE review.

Discussion was held.

HPRP Annual Report

Marks presented the Health Professional Recovery Program (HPRP) Annual Report and discussed statistics of the participants in the program from October 1, 2017 through September 30, 2018.

HPRC Appointment Discussion

Marks asked the Board to consider nominating a representative to the HPRC and told them that they could nominate an applicant from the Board packet or choose another qualified applicant.

MOTION by Ackerman, seconded Barber, to discuss the matter.

A voice vote was taken.

MOTION PREVAILED

Discussion was held.

MOTION by Koffler, seconded by Dozeman, to nominate Steven Meerschaert, as the Board of Nursing Home Administrators representative to the HPRC.

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

MOTION PREVAILED

Committee Assignments

Wozniak made the following appointments:

Rick Ackerman, allegations and CE Review Committee
Cheryl Bray, CE Review Committee, DSC alternate
Helen Hartwell, CE Review Committee

2019 Public Notice

Discussion was held regarding the 2019 meeting dates.

Chair Report

None

Department Update

Marks announced that Kim Gaedeke has been named Chief Deputy Director of the Department of Licensing and Regulatory Affairs and Adam Sandoval has been named Deputy Director of the Department of Licensing and Regulatory Affairs.

Marks announced that Orlene Hawks is the new Director of the Department of Licensing and Regulatory Affairs.

Marks explained that Department leadership has mandated that all rules committee meetings will be open to the public in order to receive public input on the rules draft earlier in the rulemaking process.

Marks stated that the Bureau held the New Board Member Training in March that was well received by those who attended. This training was very detailed and included information on the Inspections & Investigations and Enforcement sections of the

Bureau. Marks announced that another training will be held on July 31, 2019, and all Board members are welcome to attend.

PUBLIC COMMENT

None

ANNOUNCEMENTS

The next regularly scheduled meeting will be held September 3, 2019 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 Chatti, to adjourn the meeting at 11:00 a.m.

A voice vote was taken.

MOTION PREVAILED

Minutes approved by the Board on September 3, 2019.

Prepared by:

Kimmy Catlin, Board Support
Bureau of Professional Licensing

June 6, 2019