



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

SHELLY EDGERTON
DIRECTOR

MICHIGAN BOARD OF NURSING HOME ADMINISTRATORS SEPTEMBER 6, 2016 MEETING

APPROVED MINUTES

In accordance with the Open Meetings Act, 1976 PA 267, as amended, the Michigan Board of Nursing Home Administrators met on September 6, 2016, at the Ottawa Building, Conference Room 4, 611 West Ottawa Street, Lansing, Michigan 48933.

CALL TO ORDER

Kimberly Wozniak, Chairperson, called the meeting to order at 10:02 a.m.

ROLL CALL

Members Present: Kimberly Wozniak, NHA
Ricky Ackerman, NHA
Paul Barber, NHA
Jana Broughton, NHA
Margaret Chatti, BSN, NHA
Ian Koffler, Public Member
Bridget Looby, Public Member

Members Absent: Patricia Lyden, RN, MS, LNHA, LNC

Staff Present: Erin Londo, Board Support, Boards and Committees Section
Ron Hitzler, Policy Analyst, Boards and Committees Section
Karen Carpenter, Policy Analyst, Boards and Committees Section
Bridget Smith, Assistant Attorney General

Wozniak welcomed new Board members and asked all Board members and staff to introduce themselves.

APPROVAL OF AGENDA

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

A voice vote was taken.

MOTION PREVAILED

APPROVAL OF MINUTES

MOTION by Ackerman, seconded by Broughton, to approve the September 1, 2015 meeting minutes as presented.

A voice vote was taken.

MOTION PREVAILED

REGULATORY CONSIDERATIONS

None

OLD BUSINESS

HPRC Appointment

Carpenter reported that she is the new Contract Administrator for the Health Profession Recovery Program and is continuing to look for a Nursing Home Administrator representative to serve on the Health Professional Recovery Committee (HPRC), which oversees the monitoring program. Anyone interested should submit their curriculum vitae and resume to her.

NEW BUSINESS

Elections

Hitzler ran the election for Chairperson.

MOTION by Looby, seconded by Barber, to re-elect Wozniak for Chairperson.

A roll call vote followed:

| | |
|-------|---|
| Yeas: | Ackerman, Barber, Koffler, Broughton, Chatti, Looby |
| Nays: | None |

MOTION PREVAILED

Wozniak ran the election for Vice-Chairperson.

MOTION by Looby, seconded by Barber, to elect Ackerman as Vice-Chairperson.

A roll call vote followed:

| | |
|-------|--|
| Yeas: | Ackerman, Barber, Koffler, Broughton, Chatti, Looby, Wozniak |
| Nays: | None |

MOTION PREVAILED

Committee Assignments

The following assignments were made to the Disciplinary Subcommittee: Koffler, Barber, Broughton, Chatti, and Looby. Looby will serve as the DSC Chairperson.

The following members were assigned to the Allegations Committee: Ackerman and Barber. Looby will serve as the alternate.

The following members were assigned to the Rules Committee: Wozniak, Broughton, and Koffler.

CE Waiver Request

MOTION by Barber, seconded by Looby, to deny the continuing education waiver request of Barbara Barrel.

Discussion was held.

A roll call vote followed:

| | |
|-------|---|
| Yeas: | Ackerman, Barber, Koffler, Broughton, Chatti, Looby, Wozniak |
| Nays: | None |

MOTION PREVAILED

Department Update

Hitzler introduced himself as the new policy analyst responsible for the Board and its rules.

PUBLIC COMMENT

NONE

ANNOUNCEMENTS

The next regularly scheduled meeting will be held December 13, 2016 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 Ackerman, seconded by Chatti, to adjourn the meeting at 10:20 a.m.

A voice vote was taken.

MOTION PREVAILED

****Minutes approved by the Board on December 13, 2016.**

Prepared by:
Erin Londo, Board Support

September 7, 2016