

Open Session Meeting Minutes  
IOWA BOARD OF NURSING HOME ADMINISTRATORS  
January 23, 2014  
Lucas State Office Building, 5<sup>th</sup> Floor Conference Room #526  
Des Moines, Iowa

**Chairperson Call to Order:**

The meeting was called to order at 11:06 a.m. by Patrice Herrera, Chairperson.

**Introductions:**

Members Present:

Daniel Boor, NHA

Maureen Cahill, NHA

David Chensvold, NHA

Mabel Mantel, Public Member

Michael Jenison, RN

Lanny Ward, NHA

Tricia Hoffman-Simanek, JD, Public Member

Patrice Herrera, RN, MSN

Karol Dammann, RN

Staff Present:

Sharon Dozier, Board Executive

Barb Huey, Bureau Chief

David Van Compernelle, AAG

Barb Christiansen, Administrative Assistant

Guests Present: None

**Hearings:** None

**Review Agenda:** (no changes)

**Approval of Open Session Minutes:**

A motion was made by Chensvold to approve the open session meeting minutes of October 24, 2014 as presented. A second was received from Herrera. All ayes, opposed none, motion carried.

**Public Comment:** None

**Reports:**

Executive: Sharon Dozier reported that NAB has requested the e-mail addresses for all board members, in order to facilitate NAB communications. She distributed release forms for board members to sign, to authorize release of e-mail addresses to NAB. If there are concerns about the release of an email, the form may be left blank.

Dozier reported that she recently spoke with Mary Faber, who is the director of the Spencer Campus of Iowa Lakes Community College. Ms. Faber provided information on the status of the health care administration program at ILCC since Marlene Donovan, the former director of the program, retired. The program has been suspended until a review is completed and a decision is made on the future of the program.

Barb Huey provided information to the board regarding legislative issues and House File 2015. This bill requires an interim committee of legislators to review the professions licensed by the Bureau of Professional Licensure. The interim committee would review nationwide information, the economic impact, and other information items. If this bill moves forward, it will impact all of the boards in the Bureau.

Huey reviewed the board expenditure and revenue reports. Chensvold requested an age breakdown of licensees, noting that the aging of the profession is a concern. He stated that it would also be helpful to have licensee data by county to review the urban versus rural availability of licensees. There was discussion of the potential employment crisis for this profession. Huey said that information from the AMANDA system will be provided. Huey and Dozier spoke about previous employment studies for this profession, and Huey suggested that the professional associations might be a resource for current employment information.

AAG: No Report

Chair: Patrice Herrera reported on the pass rate of the national exam, which was presented at the NAB meeting she attended. She noted that some states that are smaller like Iowa may show a decrease in the profession, but generally all states have seen a decrease. Oklahoma and Ohio are two states that have implemented changes. Herrera said that NAB leaders believe that national standards are needed, but this is not a change that will happen in the near future. NAB is still pursuing the concept of a "Super" license applicable to all long term health care providers.

**Old Business:** None

**New Business:** Cahill asked about the leadership in the Department of Public Health since the resignation of Dr. Miller-Meeks. Cahill would like to pursue a request for the board to receive the facilities' plans of correction from DIA, in addition to the citations. Dozier reported that

prior meetings were held with representatives of DIA, the Office of the Attorney General, and IDPH about the process of the provision of information from DIA. [These discussions occurred in 2009 - 2010.] Subsequent discussions were held by legal staff persons. [In May of 2012, AAG Lau reported on the agreement that plans of correction would not be provided with the citations. Updated procedures for citation review were provided at that time.] There was discussion about revisiting this topic with DIA. There was also discussion of streamlining the application process. Regarding streamlining, Dozier suggested that the Rules Committee conduct a review. There was further discussion of a review of the licensure requirements. Dozier reported that the application will be revised due to the new software program, and suggested sending her information on any changes that are requested. Herrera asked which members are interested in serving on the Rules Committee. [Further discussion will be needed regarding who will serve on this committee and scheduling a committee meeting.]

### **Applications:**

The Applications Committee reported the following:

Courtney – The applicant needs Gerontology course work and practicum. His work experience at Hospice does not apply to NHA licensure.

Leggett – The Committee recommends licensing.

One other application will need to be discussed in closed session.

Dozier received additional information on three applications, and requested the Committee stay after the meeting to review these.

The Citation Review Committee reported the following:

73 citations were reviewed.

### **Closed Session:**

Hoffman-Simanek moved the board go into closed session at 12:32 p.m. to review and discuss materials related to applications that are required or authorized by law to be kept confidential as allowed under Iowa Code section 21.5(1)a. A second was received from Mantel. Roll call:

Herrera – Aye

Chensvold – Aye

Boor – Aye

Cahill – Aye

Mantel – Aye

Ward – Aye

Hoffman-Simanek – Aye

Dammann – Aye  
Jenison – Aye  
Motion carried.

The board returned to open session at 12:47 p.m.

A motion was made by Hoffman-Simanek to grant the application submitted by Richard Ruehle, for an extension of time to complete continuing education hours, as follows: Twenty hours must be completed by December 31, 2014, and the other 20 hours must be completed by December 31, 2015. The hours will be in addition to the 40 hours required for the 2015 license renewal. A second was received from Herrera. All ayes, opposed none, motion carried.

**Closed Session:**

Hoffman-Simanek moved the board go into closed session at 12:49 pm to discuss whether to initiate licensee disciplinary investigations or proceedings as allowed under Iowa Code section 21.5(1) d and to discuss records that are required to be kept confidential as allowed under Iowa Code section 21.5(1)(a). A second was received from Boor. Roll call:

Herrera – Aye  
Chensvold – Aye  
Boor – Aye  
Cahill – Aye  
Mantel – Aye  
Ward – Aye  
Hoffman-Simanek – Aye  
Dammann – Aye  
Jenison – Aye  
Motion carried.

**Open Session**

The board returned to open session at 1:10 p.m.

A motion was made by Hoffman-Simanek to approve the closed session meeting minutes of October 24, 2013 with corrections. A second was received from Hererra. All ayes, opposed none, motion carried.

A motion was made by Boor to close the following cases: 13-022, 13-031, 13-032, 13-033, and 13-041. A second was received from Cahill. All ayes, opposed none, motion carried.

**Future Board Meetings:**

April 17, July 17, October 23, 2014

**Adjournment:**

A motion was made by Hoffman– Simanek to adjourn the meeting at 1:12 p.m. A second was received from Chensvold. All ayes, opposed none, motion carried.

The minutes were approved at the April 17, 2014 board meeting.