

IOWA BOARD OF NURSING HOME ADMINISTRATORS

**5th Floor Professional Licensure Board Room 526
Des Moines, Iowa 50319**

July 15, 2010

CALL TO ORDER/INTRODUCTIONS

The meeting was called to order at 11:45 a.m. by Chairperson, Mike Svejda. Mike welcomed new board member Thomas Kenefick.

MEMBERS PRESENT

Michael Svejda, NHA
Joan Skogstrom, public member
Cynthia Thorland, NHA
Mabel Mantel, public member
Jeannine Bunge, NHA
Thomas Kenefick, allied health professional

MEMBERS ABSENT

Joseph Hickey, LPN
Patrice Herrera, RN, MSN

STAFF/OTHERS PRESENT

Sharon Dozier, board executive
Chantelle Smith, AAG
September Lau, AAG
Tony Alden, clerk specialist
Marvin Firch, interim bureau chief

APPROVAL OF AGENDA

A motion was made by Mantel and seconded by Thorland to approve the agenda. The motion carried.

APPROVAL OF MINUTES

A motion was made by Mantel and seconded by Skogstrom to approve the minutes of April 15, 2010. The motion carried.

A motion was made by Mantel and seconded by Skogstrom to approve the minutes of June 28, 2010. The motion carried.

REPORTS

Board Executive- Dozier reminded board members of the requirements for receipts for meal reimbursement; staff will assist with any questions. The Department of Inspections and Appeals (DIA) has not responded to the Board's written request for information on citations. DIA would like to have a meeting with board representatives, and is aware that a meeting may be scheduled

after the next board meeting, pending receipt of additional information from NAB. NAB is gathering information on best practices, as discussed at the NAB annual meeting in June. An initial survey will gather information from states regarding survey results and how they are reported to state boards. Thorland has asked Virginia and Nevada for information on their practices. She has not heard back yet. Dozier visited with New York on their procedures and gave a summary.

Interim Bureau Chief- Firch reported that Barb Huey is the new bureau chief; she will begin in the bureau on July 23. The bureau is exploring a new licensing system. The Board of Nursing and the Board of Medicine are expected to implement the new licensing system soon.

AAG- Smith gave a brief review of a written memo from the AG office on policy statements and rulemaking. Generally, it is advisable for boards to consider all policy matters for formal rulemaking, as rules have the force of law and are enforceable. Smith also gave the annual review of the Guidelines for Board Members.

Chair- No report.

Citations – Thorland reported that the Advancing Excellence Campaign was addressed at NAB. The Citation Review Committee reviewed 53 DIA Health Facilities’ citations today.

NEW BUSINESS

NAB will be providing information on states’ complaint processes.

PUBLIC COMMENT

There were no public comments.

RULES

Dozier reported that the only comments received on the amendments to Chapter 4 were specific to certain professions, and additional changes will be made in their rules only. Kenefick moved and Bunge seconded to adopt the noticed amendments on continuing education in the common rules, Chapter 4. Motion carried.

APPLICATIONS

The Licensure Committee reviewed seven applications. Four were approved, two need additional information, and one remains pending.

COMPLAINTS

Mantel made a motion to go into closed session in accordance with Iowa Code section 21.5(1) “a” and “d.” Bunge seconded the motion. Roll call vote:

Michael Svejda, aye
Joan Skogstrom, aye
Cynthia Thorland, aye
Mabel Mantel, aye
Jeannine Bunge, aye

Thomas Kenefick, aye

The board went into closed session at 12:20 p.m. The board returned to open session at 12:50 p.m. The following actions were taken:

Motion was made by Skogstrom and seconded by Thorland to rescind the motion from the April 15, 2010 meeting to have the AAG draft charges on Cases 08-007 and 08-008; and to close these cases. The motion carried unanimously.

Motion was made by Skogstrom and seconded by Bunge to Close Case 08-005. The motion carried unanimously.

Motion was made by Skogstrom and seconded by Thorland to file a Statement of Charges on Case 09-004. The motion carried unanimously.

Motion was made by Skogstrom and seconded by Bunge to close Case 10-002 and Case 10-003. The motion carried unanimously.

Motion was made by Skogstrom and seconded by Mantel to rescind the board action at the April 15, 2010 meeting, to close Case 10-005. The motion carried unanimously.

NEXT MEETING

The next meeting will be held on October 21, 2010.

ADJOURNMENT

Thorland made a motion to adjourn the meeting at 12:58 p.m. Mantel seconded the motion. The motion carried.

The minutes were approved by the board on October 21, 2010