

Meeting Minutes
IOWA BOARD OF NURSING HOME ADMINISTRATORS
January 17, 2013
Lucas State Office Building, 5th Floor Conference Room #526
Des Moines, Iowa

Call to Order

The meeting was called to order at 11:02 am by Patrice Herrera, Chairperson.

Roll Call

Members Present:

Patrice Herrera
Jeannine Bunge
Mabel Mantel
David Chensvold
Daniel Boor
Maureen Cahill

Members Absent:

Thomas Kenefick
Shane Gaukel

Staff Present:

Sharon Dozier, Board Executive
Barb Huey, Bureau Chief
September Lau, AAG
Tammy Hidlebaugh, Licensure Specialist
Barb Christiansen, Administrative Assistant

Approval of Minutes

A motion was made by Mantel to approve the October 18, 2012 and December 19, 2012 meeting minutes. A second was received from Chensvold. All ayes, opposed none, motion carried.

Reports

Board Executive – Sharon Dozier reminded board members that they need to park in the employee lots or on the street to ensure that they will not be ticketed. Due to a schedule conflict, Dozier asked the board to change the October 17 meeting date. Everyone agreed to change the date to October 24, 2013.

Administrative rules are on the agenda for approval to public notice. Dozier stated that the rules can go directly to notice because the changes are due to legislative amendments to Iowa Code Chapter 155. The major changes are in the language governing provisional licensure, and some technical changes were made to rescind language that is outdated or duplicative of Iowa Code Chapter 147. The rule amendments also clarify when a new application is needed, prohibit issuance of a provisional to a licensed nursing home administrator, and clarify that the time accrued as a provisional cannot be applied to the experience requirement for a preceptor. Mantel made a motion to approve the proposed rules amendments for notice. Cahill seconded the motion. The motion carried, unanimous.

Bureau Chief – Barb Huey distributed and explained the following board documents: 1) Board Overview; 2) Bureau of Professional Licensure FY 2013 Combined Expenditures/Revenues Spreadsheet; and 3) Professional License Boards' Renewal Schedule. These documents provide an analysis of the costs and revenues for each of the 19 boards in the Bureau. The revenues are the average of the two-year license renewals. The expenses are the projected amounts for 2013. The data was compiled to provide program budgetary analysis for the legislative and executive branches of state government. This information will be used for fiscal analysis and to develop cost estimates for proposals that would add new professions to licensure.

Huey also reported that all license certificates have been changed to a water mark seal instead of the gold seal. She added that the Bureau of Professional Licensure has a new web site, which she believes will be easier for users to navigate.

AAG - September Lau reported that since the board has decided to reach out to administrators based on some of the citations being reviewed, there have been inquiries. She is reminding everyone that when an individual member receives inquiries from the public or a professional association regarding board processes, opinions or decisions, these should be forwarded to Sharon for review and a response by the full board. She added that members may remind the requestor that they cannot speak on behalf of the board.

Chair – Patrice Herrera reported on the NAB Mid-Year meeting that she attended on November 7-9, 2012. Topics discussed included regulation of residential care and assisted living facilities, minimum standards for reciprocity, and a clearinghouse for NAB scores as well as discipline information. There was also discussion of a possible new title for nursing home administrators and a national licensure standard to require a prescribed bachelor's degree with a two-year mentoring program.

Committees

Citations: The committee reviewed 47 citations. Five were referred as complaints, 20 are pending and 22 were closed.

Licensure: The committee reviewed five applications.

Administrative Rules

Sharon reviewed the changes in the draft rules which are ready to be noticed. A motion was made by Mantel to submit these rule amendments as Notice of Intended Action. A second was received from Herrera. All ayes, opposed none, motion carried.

Old Business

None

New Business

None

Complaints

A motion was made by Herrera to go into closed session to discuss confidential material related to applications and complaints according to Iowa Code Chapter 21.5 (1) a and d. A second was received from Bunge. Roll call vote:

Herrera - aye

Bunge - aye

Mantel - aye

Chensvold - aye

Boor - aye

Cahill – aye

Motion Carried. The Board went into closed session at 12:05 pm. The Board returned to open session at 12:59 pm.

A motion was made by Herrera to accept the Settlement Agreement as written in the matter regarding Lawrence Campana. A second was received from Mantel. All ayes, opposed none, motion carried.

A motion was made by Herrera to close Case 12-030. A second was received from Cahill. All ayes, opposed none, motion carried.

Case 13-006 is on a non-licensed person. A motion was made by Herrera to close Case 13-006 and forward it to the Board of Nursing. A second was received from Bunge. All ayes, opposed none, motion carried.

A conference call meeting was discussed. Everyone agreed to have the meeting on January 30, 2013 at 9 am. There was a question about a document that was provided, the IDPH Review of

Boards, Committees, and Councils. Dozier responded that this information is provided, but likely will not affect this board directly.

A motion was made by Herrera to adjourn at 1:06 pm. A second was received from Mantel. All ayes, opposed none, motion carried.

The minutes were approved by the Board at the April 18, 2013 board meeting.