

CENTER FOR PROFESSIONAL BOARDS AND COMMISSIONS  
BOARD OF EXAMINERS FOR NURSING HOME ADMINISTRATORS

3 CAPITOL HILL  
CONFERENCE ROOM 104  
PROVIDENCE, RHODE ISLAND

Tuesday, February 2, 2016  
3:15 PM

OPEN SESSION MINUTES

BOARD MEMBERS IN ATTENDANCE

John Gage\*  
Stephanie Igoe  
Simone Lacroix  
Dr. Aman Nanda, Chairperson

Mr. Gage arrived at 3:20 PM.

BOARD MEMBERS NOT IN ATTENDANCE

None

STAFF MEMBERS IN ATTENDANCE

Donna Valletta, Board Manager

OTHERS IN ATTENDANCE

None

1. Establishment of a quorum

A meeting of the Board of Examiners for Nursing Home Administrators was held on Tuesday, February 2, 2016, at the Rhode Island Department of Health, Conference Room 104, 3 Capitol Hill, Providence, RI 02908. A quorum was established and the Open Session meeting was called to order at 3:15 pm on a motion by Dr. Nanda and seconded by Simone Lacroix. Motion carried.

2. Presentation of the October 28, 2014 and October 27, 2015 board meetings  
Open Session Meeting Minutes

Motion was made by Dr. Nanda and seconded by Simone Lacroix to accept the Open Session minutes of October 28, 2014 and October 27, 2015. The Board voted unanimously to approve the Open Session minutes as presented. Motion carried.

3. Board Manager Report

- a. National Association of Long Term Care Administrator Boards (NAB)  
Mid-Year Meeting, November 11-13, 2015, Naples, Florida  
- Overview presented by Stephanie Igoe

Stephanie Igoe attended NAB's mid-year meeting and presented a brief overview of the program highlights, meetings/forums and discussions. Ms. Igoe shared various documents with the board members to review, many of which are available on NABs website. Ms. Igoe expressed that she thoroughly enjoyed the experience as it related to her work with the Board, Rhode Island College, and the long term care industry.

- b. Upcoming NAB 2016 Annual Meeting, June 8-10, 2016, Cleveland, Ohio  
Mid-March

Stephanie Igoe will represent the Rhode Island Department of Health (Department) and the Board of Examiners for Nursing Home Administrators at the June annual meeting.

c. 2015 and 2016 Issued Licensees

Donna Valletta reported there are 237 Active Nursing Home Administrator licenses. In 2015, the Department issued 15 licenses and in 2016, the Department issued one license.

4. Motion to adjourn to Closed Session

Motion was made by Dr. Nanda and seconded by Simone Lacroix to adjourn to Closed Session at 3:32 PM. Motion carried. Pursuant to Sections 42-46-4 and 42-46-5(a)(1) of the Rhode Island General Laws, for the purpose of discussing job performance, character, physical or mental health of applicants for licensure. Said individuals have been notified in advance by writing that they may request that the discussion be held at an open meeting. Also, pursuant to Sections 42-46-4 and 42-46-5(a)(4) of the Rhode Island General Laws, for investigatory proceedings regarding allegations of civil or criminal misconduct.

5. Motion to return to Open Session

Motion was made by Dr. Nanda and seconded by Simone Lacroix at 3:50PM to re-open the Open Session and to seal the Minutes of the Closed Session pursuant to Sections 42-46-4, 42-46-5 and 42-46-7 of the Rhode Island General Laws. Motion carried.

6. Final Actions on all votes taken in Closed Session

- The board reviewed and approved four (4) applications; two (2) approved to license and two (2) approved to test.

7. Adjournment

The next Board of Examiners for Nursing Home Administrators meeting will be held Tuesday, June 7, 2016 at 3:15 PM at the Rhode Island Department of Health, Conference Room 104, 3 Capitol Hill, Providence, RI 02908. Motion was made by Dr. Nanda and seconded by John Gage to adjourn at 3:52PM. Motion carried.

Sincerely,

*Donna Valletta*

Donna Valletta  
Board Manager  
Center for Professional Boards and Commissions