

DIVISION OF HEALTH SERVICES REGULATION  
NURSING ASSISTANT ADVISORY BOARD

3 CAPITOL HILL  
CONFERENCE ROOM 104  
PROVIDENCE, RHODE ISLAND

Tuesday, January 26, 2016  
9:00 AM

OPEN SESSION MINUTES

BOARD MEMBERS IN ATTENDANCE

Teresa Chopoorian, EdD, MS, RN  
Rose Gardner, CNA, MAD  
Irene Qi, RN, BSN  
Diana Shaw, Asst. Living Administrator, Nursing Home Administrator  
Beverly St. Onge, RN, BSW

BOARD MEMBERS NOT IN ATTENDANCE

Denice Duncan, LPN  
Jessica Marcaccio, RN, BSN  
Michelle Iacoi, RN  
Michael Garrity, RN

STAFF MEMBERS IN ATTENDANCE

Arlene Hartwell, Board Manager  
Colleen McCarthy, Legal Counsel\*

\* Arrived at 10:05 AM and departed at 10:33 AM

OTHERS IN ATTENDANCE

None

1. Establishment of a quorum

A meeting of the Nursing Assistant Advisory Board was held on Tuesday, January 26, 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 9:19 AM on a motion by Rose Gardner and seconded by Teresa Chopoorian. Motion carried.

2. Presentation of the November 10, 2015 Open Session Meeting Minutes

Motion was made by Beverly St. Onge and seconded by Teresa Chopoorian to accept the Open Session minutes of November 10, 2015. The Board voted unanimously to approve the Open Session minutes as presented. Motion carried.

3. Board Manager Report

- Conference calls with CCRI and Pearson VUE have been changed from monthly to quarterly. The next call will be in April.
- The review committee for RFP for the Nurse Assistant examination for licensure will submit a report to the Department by February 1, 2016.
- Arlene Hartwell and 2 people from licensing will meet with Mary Parillo at CCRI on January 29, 2016 at 10:00 AM to learn more about how Nursing Assistant training sites operate.
- A sub-committee to review the regulations and recommend revisions was organized. Participants will be Teresa Chopoorian, Rosa Gardner, Beverly St. Onge and Diana Shaw.
  - i. Arlene will email potential meeting dates to the sub-committee.

4. New Business

- Submission of application for licensure as Nursing Assistant Training Program
  - i. St. Antroine's at TockWotton on the Waterfront
    - 1. The board found that the application lacked pre-test information. A site visit must be scheduled.
  - ii. New England Medical Training Institute (Previously known as National Medical Academy)
    - 1. The board found requests clarification regarding the instructors roles and responsibilities.

5. Motion to adjourn to Closed Session

Motion was made by Teresa Chopoorian and seconded by Irene Qi to adjourn to Closed Session at 9:58 AM. Motion carried. 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.

6. Motion to return to Open Session

Motion was made by Rose Gardner and seconded by Irene Qi at 11:56 AM 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.

7. Final Actions on all votes taken in Closed Session

- The board reviewed 2 applications; and proposed action on 4 cases. All votes were unanimous.

8. Adjournment

The next Nursing Assistant Advisory Board meeting will be held Tuesday, March 8, 2016 at the Rhode Island Department of Health, Conference Room 104, 3 Capitol Hill, Providence, RI 02908. Motion was made by Irene Qi and seconded by Teresa Chopoorian to adjourn at 11:58 AM. Motion carried.

Respectfully Submitted,

Arlene Hartwell  
Board Manager  
Center for Professional Boards and Commissions