

**DIVISION OF HEALTH SERVICES REGULATION
NURSING ASSISTANT ADVISORY BOARD**

**3 CAPITOL HILL
CONFERENCE ROOM 104
PROVIDENCE, RHODE ISLAND**

Tuesday, June 13, 2017

9:00 AM

DRAFT

OPEN SESSION MINUTES

BOARD MEMBERS IN ATTENDANCE

Maria Barros, RN

Edward D'Arezzo, Public Member

Michael Garrity, RN, MSN

Donna O'Connor, RN, M.Ed.

Jessica Marcaccio, RN, BSN

BOARD MEMBERS NOT IN ATTENDANCE

Laurie Chartier, LPN

Rose Gardner, C.NA, MA

Susan VonVillas, RN, BS

STAFF MEMBERS IN ATTENDANCE

Margaret Clifton, RN-BC, MS, CLNC

J. Michel Martineau

Colleen McCarthy, Esq.

OTHERS IN ATTENDANCE

None

1. Establishment of a quorum

A meeting of the Nursing Assistant Advisory Board was held on Tuesday, June 13, 2017 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 9:25 AM on a motion by Jessica Marcaccio and seconded by Maria Barros. Motion carried.

2. Presentation of the May 9, 2017 Open Session Meeting Minutes

Motion was made by Donna O'Connor and seconded by Jessica Marcaccio to accept the Open Session minutes of May 9, 2017. The Board voted unanimously to approve the Open Session minutes as presented. Motion carried.

3. Board Manager Report

- a. Michel Martineau introduced himself to Board Members.**
- b. A projector was used and it was determined that it was not necessary.**

4. Old Business

a. Regulations

- i. The board manager stated the HEALTH staff have forwarded the recommended changes to the Rules and Regulations Pertaining to Rhode Island Certificates of Registration for Nursing Assistants, Medication Aides, and the Approval of Nursing Assistant and Medication Aide Training Programs, to the Office of Regulations Review (ORR).**

5. New Business

- i. The site visit was completed at Briarcliffe Manor. Effective today,**

the program is approved to operate.

ii. Approval of a new Program Coordinator and New Instructor for the 911 Programs.

iii. Donna O'Connor and Michael Garrity volunteered to conduct a site visit for ACE Training Program for June 26, 2017 at 4:30 PM.

6. Motion to adjourn to Closed Session

Motion was made by Donna O'Connor and seconded by Jessica Marcaccio to adjourn to Closed Session at 9:50 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.

7. Motion to return to Open Session

Motion was made by Edward D'Arezzo and seconded by Maria Barros at 10:55 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.

8. Final Actions on all votes taken in Closed Session

a. The board proposed action on 6 cases.

9. Adjournment

Due to the planned vacations of multiple board members, the next Nursing Assistant Advisory Board meeting will be held Tuesday, August 22, 2017 at the Rhode Island Department of Health, Conference Room 104, 3 Capitol Hill, Providence, RI 02908. Motion was made by Donna O'Connor and seconded by Edward D'Arezzo to adjourn at 11:10 AM. Motion carried.

Respectfully submitted,

J. Michel Martineau

Board Manager

Office of Health Professionals Regulation