



STATE OF MICHIGAN

RICK SNYDER  
GOVERNOR

DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
BUREAU OF HEALTH CARE SERVICES

STEVE ARWOOD  
DIRECTOR

## **MICHIGAN BOARD OF NURSING HOME ADMINISTRATORS MEETING OF SEPTEMBER 3, 2013**

### **APPROVED MINUTES**

In accordance with the Open Meetings Act, 1976, PA 267, as amended, the Michigan Board of Nursing Home Administrators met in regular session on September 3, 2013 at the Ottawa Building, 611 W. Ottawa, Conference Room 4, Upper Level Conference Center, Lansing, Michigan.

### ***CALL TO ORDER***

Carl Ver Beek, Vice-Chairperson, called the meeting to order at 10:02 a.m.

### ***ROLL CALL***

#### ***Members Present:***

Carl Ver Beek, Public Member, Vice Chairperson  
Pam Ditri, N.H.A.  
Kimberly Kimbrough-Wozniak, N.H.A.  
Jeanne Smith, N.H.A.  
Sara Fazio, Public Member (arrived at 10:10 a.m.)  
Patricia Lyden, RN, MS, LNHA, LNC

#### ***Members Absent:***

Todd Cook, Public Member  
Ricky Ackerman, N.H.A.  
Kathleen Hanert, N.H.A.

#### ***Staff Present:***

Shellayne Grimes, Board Secretary, Policy, Rules and Board Support  
Norene Lind, Board Manager, Policy, Rules and Board Support  
Elaine Barr, Analyst, Policy, Rules and Board Support

#### ***Others Present:***

None

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## ***APPROVAL OF MINUTES***

*MOTION* by Ditri, seconded by Kimbrough-Wozniak, to approve the minutes of the June 18, 2013 meeting as presented.

*MOTION PREVAILED*

## ***APPROVAL OF AGENDA***

*MOTION* by Ditri, seconded by Kimbrough-Wozniak, to approve the agenda as presented.

*MOTION PREVAILED*

## ***INTRODUCTIONS***

Lind asked the Board and staff to introduce themselves.

## ***REGULATORY CONSIDERATIONS***

None

## ***OLD BUSINESS***

None

## ***NEW BUSINESS***

### **Elections**

Ver Beek ran the election for Chairperson.

*MOTION* by Ver Beek, seconded by Lyden, to elect Kimbrough-Wozniak as Chairperson.

A unanimous voice vote was held.

*MOTION PREVAILED*

Kimbrough-Wozniak ran the election for Vice Chairperson.

*MOTION* by Ditri, seconded by Smith, to re-elect Ver Beek as Vice Chairperson.

A unanimous voice vote was held.

*MOTION PREVAILED*

## **Resolutions**

*MOTION* by Fazio, seconded by Ver Beek, to provide departing Board Members, Hermina Breuker and Thomas Ensign, with Resolutions recognizing their years of service.

## **Committee Assignments**

Kimbrough-Wozniak reviewed the current Committee assignments and appointed/reassigned members to the Committees as follows:

### ***Disciplinary Subcommittee***

Primary DSC members will include Sara Fazio, Chair, Todd Cook, Patricia Lyden, Jeanne Smith and Kathleen Hanert. Carl Ver Beek and Ricky Ackerman will serve as alternate members.

Conferees will be Ditri, Kimbrough-Wozniak and Ver Beek.

## **Department Update**

Lind explained that the Michigan Department of Community Health (DCH) has named Lawrence Burns, a Grand Rapids attorney, to lead a panel in a review of the Public Health Code. The panel will review the Code to determine what changes should be made, and it will provide its recommendations to the DCH by late January, 2014. The names of all Board Members were recently shared with DCH, so that DCH can add the names to their distribution list.

## **NAB Update**

Kimbrough-Wozniak attended the National Administrators Board (NAB) semi-annual conference in Seattle, WA, June 12-14, 2013. The next semi-annual conference will be held in Sarasota, FL, November 6-8, 2013. She summarized her experience at the conference and discussed the various NAB functions and services.

Lind informed that the NAB typically provides a travel allowance for one (1) board member to travel to the two NAB national association conference/meetings.

## **PUBLIC COMMENT**

None

## **ANNOUNCEMENTS**

The next regularly scheduled meeting will be held December 17, 2013 at 10:00 a.m. at the Ottawa Building, 611 W. Ottawa, Conference Room 4, Upper Level Conference Center, Lansing, Michigan.

## **ADJOURNMENT**

**MOTION** by Ver Beek, seconded by Fazio, to adjourn the meeting at 10:41 a.m.

  
\_\_\_\_\_  
Carl Ver Beek, Vice-Chairperson

6/24/14  
\_\_\_\_\_  
Date Minutes Approved

  
\_\_\_\_\_  
Shellayne Grimes, Board Secretary

9/3/2013  
\_\_\_\_\_  
Date Minutes Prepared