



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
BUREAU OF HEALTH CARE SERVICES

MIKE ZIMMER  
ACTING DIRECTOR

## MICHIGAN BOARD OF NURSING HOME ADMINISTRATORS MEETING OF DECEMBER 9, 2014

### 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 December 9, 2014, at the Ottawa Building, 611 W. Ottawa, Conference Room 4, Upper Level Conference Center, Lansing, Michigan.

### CALL TO ORDER

Kimberly Kimbrough-Wozniak, Chairperson, called the meeting to order at 10:05 a.m.

### ROLL CALL

**Members Present:**

Kimberly Kimbrough-Wozniak, NHA  
Carl Ver Beek, Public Member, Vice Chairperson  
Ricky Ackerman, NHA (arrived at 10:20 a.m.)  
Paul Barber, NHA (arrived at 10:10 a.m.)  
Jeffrey Beutner, Public Member  
Pam Ditri, NHA  
Bridget Looby, Public Member

**Members Absent:**

Patricia Lyden, RN, MS, LNHA, LNC  
Justin Moreau, BA, CDM, CFPP, NHA

**Staff Present:**

Amy Schneider, Board Secretary, Policy, Rules and Board Support  
Norene Lind, Board Manager, Policy, Rules and Board Support  
Elaine Barr, Analyst, Policy, Rules and Board Support  
Susan Bushong, HPRP Contract Administrator/Outreach Coordinator

**Others Present:**

None

## **APPROVAL OF MINUTES**

*MOTION* by Ver Beek, seconded by Ditri, to approve the minutes of the September 2, 2014 meeting, as presented.

*MOTION PREVAILED*

## **APPROVAL OF AGENDA**

*MOTION* by Ver Beek, seconded by Looby, to approve the agenda, as presented.

*MOTION PREVAILED*

## **REGULATORY CONSIDERATIONS**

None

## **OLD BUSINESS**

None

## **NEW BUSINESS**

### **Health Professional Recovery Program Update**

Bushong informed that a representative is needed for the Health Professional Recovery Committee (HPRC) to represent the Nursing Home Administrators. Any interested and eligible individual may send their letter of interest and curriculum vitae to Susan Bushong at [bushongs@michigan.gov](mailto:bushongs@michigan.gov). Board members cannot serve on the HPRC.

Bushong provided an overview of the Health Professional Recovery Program (HPRP) Annual Report and explained the functions of the program.

### **Master Resolution**

*MOTION* by Ditri, seconded by Ver Beek, to approve the Nursing Home Administrators Master Resolution as presented.

*MOTION PREVAILED*

### **Administrative Rules Update**

The draft Nursing Home Administrator rules have been submitted to the Joint Committee on Administrative Rules (JCAR). If JCAR does not meet next week to provide a "waiver of session days" for the rules, the 15-session day JCAR review session will begin again in January, 2015.

### **Department Update**

Lind acknowledged Carl Ver Beek for receiving the Robert P. Hudson Award, the highest award conferred upon an attorney by the State Bar of Michigan.

### **PUBLIC COMMENT**

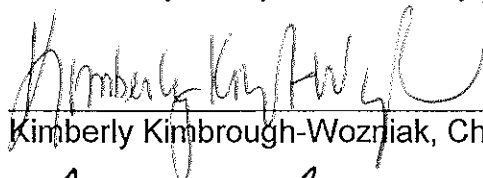
None

### **ANNOUNCEMENTS**

The next regularly scheduled meeting will be held March 3, 2015 at 10:00 a.m. at the Ottawa Building, 611 W. Ottawa, Conference Room 4, Upper Level Conference Center, Lansing, Michigan.

### **ADJOURNMENT**

*MOTION* by Looby, seconded by Ditri, to adjourn the meeting at 10:25 a.m.

  
\_\_\_\_\_  
Kimberly Kimbrough-Wozniak, Chairperson

6/23/15  
\_\_\_\_\_  
Date Minutes Approved

  
\_\_\_\_\_  
Amy Schneider, Board Secretary

12.9.14  
\_\_\_\_\_  
Date Minutes Prepared