



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
BUREAU OF HEALTH PROFESSIONS  
RAE RAMSDELL  
DIRECTOR

STEVEN H. HILFINGER  
DIRECTOR

## MICHIGAN BOARD OF NURSING HOME ADMINISTRATORS MEETING OF SEPTEMBER 20, 2012

### 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 20, 2012 at the Ottawa Building, 611 W. Ottawa, Conference Room 3, Upper Level Conference Center, Lansing, Michigan.

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

Norene Lind, Policy Manager, Health Regulatory Division, called the meeting to order at 10:05 a.m.

#### ***ROLL CALL***

***Members Present:***

Carl Ver Beek, Vice Chairperson  
Todd Cook, Public Member  
Pam Ditri, N.H.A.  
Sara Fazio, Public Member  
Kathleen Hanert, N.H.A.  
Kimberly Kimbrough-Wozniak, N.H.A.

***Members Absent:***

Hermina Breuker, N.H.A., Chairperson  
Thomas Ensign, N.H.A.  
Jeanne Smith, N.H.A.

***Staff Present:***

Amy Schneider, Board Secretary, Health Regulatory Division  
Norene Lind, Policy Manager, Health Regulatory Division  
Desmond Mitchell, Analyst, Health Regulatory Division

***Others Present:***

None

## **ELECTIONS**

*MOTION* by Ditri, seconded by Ver Beek, to nominate Breuker as Chair.

A unanimous voice vote was called.

*MOTION PREVAILED*

*MOTION* by Ditri, seconded by Kimbrough-Wozniak, to nominate Ver Beek as Vice Chair.

A unanimous voice vote was called.

*MOTION PREVAILED*

Lind turned the rest of the meeting over to Ver Beek, newly elected Vice Chair.

## **APPROVAL OF MINUTES**

*MOTION* by Fazio, seconded by Ditri, to approve the minutes of the March 20, 2012 meeting as presented.

*MOTION PREVAILED*

## **APPROVAL OF AGENDA**

*MOTION* by Cook, seconded by Fazio, to approve the agenda as presented.

*MOTION PREVAILED*

## **REGULATORY CONSIDERATIONS**

None

## **OLD BUSINESS**

### **Administrative Rule Status**

Mitchell handed out a copy of the second draft of the proposed changes to revised rules R 339.14007 and R 339.14008. A lengthy discussion was held amongst Board members and Department staff.

*MOTION* by Ditri, seconded by Hanert, to approve the proposed changes to revised Rules R 339.14007 and R 339.14008.

Additional discussion was held.

*MOTION PREVAILED*

Mitchell will send Board members a revised copy the entire draft rule set with hopes that it can be discussed and approved at the next board meeting.

## ***NEW BUSINESS***

### **Resolutions**

*MOTION* by Cook, seconded by Fazio, to honor the following departing Board Members with a Resolution:

Gail Clarkson, N.H.A.  
Valaria Conerly Moon, N.H.A.  
Susan E. Pettis, N.H.A.

*MOTION PREVAILED*

### **Committee Assignments**

Lind explained the responsibilities of the Disciplinary Subcommittee (DSC). Lind asked for volunteers to fill the vacancies on the Disciplinary Subcommittee. Ver Beek assigned interested Board members to the DSC committee to fill open vacancies.

### **Department Update**

Lind reported on the status of the (ORR) Occupational Licensing Advisory Rules Committee report and recommendations. She reported that the report includes a recommendation to license and regulate the administrators of assisted living facilities, homes for the aged, and other long term care facilities. However, bills had not yet been introduced to further this recommendation.

Lind handed out a revised copy of the Standards of Conduct document and asked Board member's to replace the old version contained in Chapter 1 of the Board member Handbook.

## **PUBLIC COMMENT**

Ditri announced that she serves on a committee that focuses on best practices for nursing home regulations and audits.

## **ANNOUNCEMENTS**

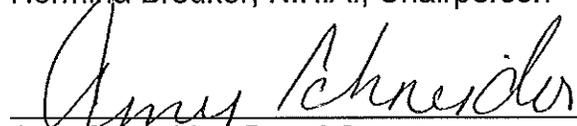
The next regularly scheduled meeting will be held December 18, 2012 at 10:00 a.m. at the Ottawa Building, 611 W. Ottawa, Conference Room 4, Upper Level Conference Center, Lansing, Michigan.

## **ADJOURNMENT**

*MOTION* by Cook, seconded by Fazio to adjourn the meeting at 10:35 a.m.

  
\_\_\_\_\_  
Hermina Breuker, N.H.A., Chairperson

12/18/12  
\_\_\_\_\_  
Date Minutes Approved

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

9.20.12  
\_\_\_\_\_  
Date Minutes Prepared