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2 **FLORIDA | Board of Nursing Home Administrators**  
3 **DRAFT MINUTES**  
4 **June 24, 2016**  
5 **Embassy Suites Orlando – Lake Buena Vista South**  
6 **4955 Kyngs Heath Road**  
7 **Kissimmee FL 34746**

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10 **I. Call to Order**

11 The board meeting came to order at 9:00AM and the following members were present:

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13 **MEMBERS PRESENT:**

14 **Henry Gerrity, III, Chair**  
15 **Scott Lipman, MHSA, NHA, Vice Chair**  
16 **Patricia Feeney, RN, BSN, HCRM**  
17 **Christine Hankerson, MSN, MS/P, Ph.D., RN**  
18 **Michael Helmer, BA**  
19 **William Phelan, MS, CAE**

**STAFF PRESENT:**

**Dr. Anthony B. Spivey, Executive Director**  
**Gail Curry, Program Operations Administrator**

**BOARD COUNSEL: Lawrence Harris**

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21 **MEMBERS ABSENT:**

22 **Chantelle Fernandez, MBA, NHA – Excused**

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24 **II. APPROVAL OF MINUTES (Started at 8:11AM and concluded at 8:12AM)**

25 Mr. Gerrity asked if there were corrections to the minutes for the March 18, 2010,  
26 teleconference and none were noted by the board members. Michael Helmer motioned to  
27 approve the minutes and Scott Lipman seconded the motion and it passed unanimously.

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29 **III. FINAL ORDER ACTION**

30 **a. Voluntary Relinquishment**

31 a. Julius Ast  
32 Case# 2015-27898

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34 Mr. Ast was not present and not represented by counsel at the meeting. After discussion of the  
35 information, Mr. Gerrity motioned to accept the voluntary relinquishment and Ms. Hankerson  
36 seconded the motion. The motion passed unanimously.

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38 **IV. PETITIONS:**

39 **a. Variance/Waiver**

40 i. Christopher Brookshire – Mr. Brookshire requested a variance to complete the remainder of  
41 his continuing education classes online because a severe medical condition. After discussion and  
42 review of the request, Ms. Hankerson motioned to approve the request and Scott Lipman  
43 seconded the motion. The motion passed unanimously.

44 ii. Michael Foxworthy – Mr. Foxworthy submitted a variance request to take the Nursing Home  
45 Administrators examination under endorsement based on his attainment of one year of  
46 managerial experience. His application was previously denied but after re-submission of the  
47 information he had obtained one year of managerial experience, under Rule 64B10-11.002 he  
48 met the endorsement requirements. Ms. Hankerson motioned to approve an additional sixty

1 days to take the examination and Mr. Gerrity seconded the motion. The board approved the  
2 motion unanimously.

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4 **V. APPLICANTS PRESENTED FOR BOARD REVIEW:**

5 a. Nursing Home Administrator – Shenika Lou Ann Ray

6 Ms. Ray applied for the Nursing Home Administrators examination and because her application  
7 had an affirmative response to a question regarding a conviction, judgment or disposition to a  
8 misdemeanor or felony conviction, the board is required to review the application. The board  
9 reviewed the information presented and after discussion, Mr. Gerrity motioned to approve the  
10 application request and Mr. Lipman seconded the motion. The board passed the motion  
11 unanimously.

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13 **VI. RATIFICATIONS**

14 a. Licensure –

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16 **i. Nursing Home Administrators**

17 Ms. Hankerson motioned to ratify license numbers 5884-5922 and Mr. Gerrity seconded the  
18 motion. The motion passed unanimously.

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20 **ii. Nursing Home Administrators (Exam)**

21 Ms. Hankerson motioned to ratify license numbers 5417-5431 and Mr. Helmer seconded the  
22 motion. The motion passed unanimously.

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24 **iii. Administrator-in-Training 1000 Hour Program**

25 Ms. Hankerson motioned to ratify the list of members and Mr. Gerrity seconded the list. The  
26 motion passed unanimously.

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28 **Administrator-in-Training 2000 Hour Program**

29 Ms. Hankerson motioned to ratify the list of members and Mr. Gerrity seconded the list. The  
30 motion passed unanimously.

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32 **iv. Preceptors**

33 Ms. Hankerson motioned to ratify the list of members and Mr. Helmer seconded the list. The  
34 motion passed unanimously

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36 b. Continuing Education

37 i. Providers and Courses Approved by CE Chair

38 The board ratified the list of courses and providers presented by Jill Burzynski.

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40 **VII. PROSECUTION REPORT**

41 Mr. Gerrity motioned to accept the prosecutors report as presented and Mr.  
42 Lipman seconded the motion. The motion passed unanimously.

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44 **VIII. CHAIR/VICE-CHAIR REPORT**

45 No report

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47 **IX. EXECUTIVE DIRECTOR REPORT**

48 Dr. Spivey reminded the board of the Chair/Vice-chair meeting in on

1 September 28, 2016 in Tallahassee.

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3 **X. BOARD COUNSEL REPORT 1**

4 Mr. Harris presented the rules report along with the Administrator-in-Training 2 Rules to the  
5 board for review of various changes. After review of the 3 information, the board approved the  
6 changes presented by Mr. Harris. 4 Additionally, no Statement of Estimated Regulatory Cost  
7 (SERC) was necessary.

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9 **XI. COMMITTEE REPORTS**

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11 a. AIT/Preceptor – Fernandez/Gerrity/Lipman

12 Mr. Gerrity continues to monitor his list as does Mr. Lipman.

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14 b. Budget – Helmer - No report

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16 c. Continuing Education – Feeney - No report

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18 d. Credentials – Lipman –

19 Other than the discussion held earlier there is nothing to report.

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21 e. Disciplinary Compliance – Hankerson

22 Nothing to report.

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24 f. Healthiest Weight – Hankerson

25 Meeting will be September 27. She invites everyone to go to the Healthy Weight website on the  
26 Florida Health website. New this month talks about what's new for Healthiest weight in Florida  
27 and give some statics as it relates to children. Also talks about promoting health in the  
28 workplace. There is healthy food choices and what is important for a healthy life.

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30 g. Legislation – Helmer

31 No report at this time.

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33 h. Probable Cause

34 There is a PCP meeting on the 23<sup>rd</sup> at 1:00.

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36 i. Rules – Feeney

37 No report at this time.

38 j. Unlicensed Activity – Feeney

39 No report at this time.

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41 **XII. OLD BUSINESS**

42 None

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44 **XIII. NEW BUSINESS**

45 This is the first meeting in person in a long time. There was one Nursing Home Administrator  
46 that was in attendance. We need to continue to prompt attendance. It was brought up that  
47 possibly moving the meeting to other locations other than Orlando. It was explained that if  
48 there is no discipline on the agenda it would be a telephone conference instead of in person.

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**XIV. NEXT MEETING DATE:**

a. September 16, 2016 - Orlando

**XV. 2017 PROPOSED MEETING DATES**

- a. January 13 – Teleconference
- b. April 28 – Orlando
- c. July 7 – Teleconference
- d. August 25 – Orlando
- e. October 20 – Teleconference

Will be looking at these dates to be sure that they are within the 90 days perimeter.

**XVI. ADJOURNMENT**

There being no further business the meeting adjourned at 12:12

DRAFT