

FLORIDA | Board of Nursing Home Administrators

DRAFT MINUTES

January 11, 2019

Florida Department of Health
4042 Bald Cypress Way
Tallahassee, Florida 32399



Henry Gerrity III, NHA, *Chair*

Scott Lipman, MHSA, *Vice-Chair*

Anthony Spivey, DBA, *Executive Director*

The Florida Board of Nursing Home Administrators held a meeting on Friday, January 11, 2019, commencing at 9:00 a.m. This meeting was held at the Department of Health, 4042 Bald Cypress Way, Tallahassee, Florida, at meet me number (888) 585-9008, participant code 136-103-141, to which all persons were invited to attend. Participants in this public meeting were made aware that these proceedings were being recorded and that an audio file of the meeting will be posted to the board's website.

AGENDA

Section I began: 9:03 a.m.

1 **I. CALL TO ORDER (Roll Call)**

2
3 Henry Gerrity, III, NHA, Chair
4 Scott Lipman, MHSA, Vice- Chair
5 Chantelle Kocik, MBA, NHA (*Absence excused*)
6 Patricia Feeney, RN, BSN, HCRM
7 Christine Hankerson, MSN, MS/P, Ph.D., RN
8 Michael Helmer, BA
9 William Phelan, MS, CAE

10
11 **Board Staff Present:**

12
13 Dr. Anthony Spivey, DBA, Executive Director
14 Gail Curry, Program Operations Administrator
15 Kelly Woodard, Regulatory Supervisor
16 Carla Raby, Regulatory Supervisor
17 Frank Grunewald, Regulatory Specialist

18
19 **Board Counsel:**

20
21 Rachelle Munson, Assistant Attorney General

22
23 **Prosecution Services:**

24
25 Rose Garrison, Assistant General Counsel

26
27 **Court Reporter:**

28
29 For the Record
30 (850) 222-5491

31
32 **Section I ended: 9:06 a.m.**

33 **Section II began: 9:06 a.m.**

34
35 **II. APPROVAL OF MINUTES:**

36
37 **a. September 21, 2018**
38

39 **Action:** Motion to approve the meeting minutes made by Mr. Helmer. Second made
40 by Mr. Lipman.

41
42 **Vote:** 5 yeas/0 opposed. Motion Carried.

43
44 **Section II ended: 9:07 a.m.**

45 **Section III began: 9:07 a.m.**

46
47 *Ms. Feeney joined the conference call.*

48 **III. APPLICATION FOR REVIEW**

49
50 **a. Sonja Donlin**

51
52 Not present, nor represented by counsel.

53
54 **Action:** Motion to approve the application for licensure made by Mr. Gerrity. Second
55 made by Mr. Helmer.

56
57 **Vote:** 6 yeas/0 opposed. Motion Carried.

58
59 **b. Michael Buxton**

60
61 Present. Represented by counsel, Alexandra Akre.

62
63 **Action:** Motion to approve the petition for variance/waiver made by Mr. Gerrity.
64 Second made by Dr. Hankerson.

65
66 **Vote:** 6 yeas/0 opposed. Motion Carried.

67
68 **Section III ended: 9:52 a.m.**

69 **Section IV began: 9:52 a.m.**

70
71 **IV. PROSECUTION REPORT**

72
73 Ms. Garrison provided statistics regarding the prosecutions currently open in the
74 Department.

75
76 Total cases: 17

77 Under legal review: 9

78 Recommended probable cause: 6

79 Cases older than one year continued for prosecution: 11

80
81 **Action:** Motion to approve the report made by Ms. Hankerson. Second made by Mr.
82 Gerrity.

83
84 **Vote:** 6 yeas/ 0 opposed. Motion carried.

85
86 **Section IV ended: 9:56 a.m.**

87 **Section V began: 9:56 a.m.**

88
89 **V. RATIFICATION:**

90
91 **a. Licensure**

92
93 **i. Nursing Home Administrators**

94
95 **Action:** Motion to ratify the approval of licensees made by Dr. Hankerson. Second
96 made by Mr. Lipman

97
98 **Vote:** 6 yeas/0 opposed. Motion Carried.

99
100 **ii. Nursing Home Administrators (Exam)**

101
102 **Action:** Motion to ratify the approval of licensees made by Mr. Gerrity. Second made
103 by Dr. Hankerson.

104
105 **Vote:** 6 yeas/0 opposed. Motion Carried.

106
107 **iii. Administrator-in-Training**

108
109 **Action:** Motion to ratify the approval of licensees made by Mr. Gerrity. Second made
110 by Dr. Hankerson.

111
112 **Vote:** 6 yeas/0 opposed. Motion Carried.

113
114 *Ms. Feeney left the conference call.*

115
116 **iv. Preceptors**

117
118 **Action:** Motion to ratify the approval of licensees made by Mr. Gerrity. Second made
119 by Dr. Hankerson.

120
121 **Vote:** 5 yeas/0 opposed. Motion Carried.

122
123 **b. Continuing Education**

124
125 **v. Continuing Education Providers & Courses approved by CE**
126 **Committee Chair**

127 **vi. Continuing Education Providers & Courses approved by Board Staff**

128
129 **Action:** Motion to ratify the approval of providers/courses made by Dr. Hankerson.
130 Second made by Mr. Gerrity.

131

132 **Vote:** 5 yeas/0 opposed. Motion Carried.

133 **Section V ended: 10:07 a.m.**

134 **Section VI began: 10:07 a.m.**

135
136
137 **VI. BOARD COUNSEL REPORT:**

138
139 **i. NHA Renewal Report**

140
141 Ms. Munson advised that the renewal report would be addressed by Dr. Spivey.

142
143 **ii. December Rules Report**

144
145 Ms. Munson noted that the January report is identical to December report. Chapter
146 64B10.11.001 remains open for development.

147
148 **iii. 64B10-15.001 Recommended Revision**

149
150 Changes adopted and effective on November 21, 2018. Previously discussed issues
151 related to the definition of a contact hour. Ms. Munson directed the board to review
152 revised language related to internships for completing preceptorship. Discussion
153 ensued regarding the amount of hours allowed for credit. Mr. Gerrity recommended 15
154 contact hours maximum.

155
156 **Action:** Motion to open Rule 64B10-15.001 for development made by Dr. Hankerson.
157 Second made by Mr. Gerrity.

158
159 **Vote:** 5 yeas/0 opposed. Motion Carried.

160
161 **iv. Confidential and Exempt from Public Records Disclosure**

162
163 Ms. Munson advised that the information would be addressed by Dr. Spivey.

164
165 **Section VI ended: 10:30 a.m.**

166 **Skipped to section VIII at 10:22 a.m.**

167 **Section VII began: 10:30 a.m.**

168
169 **VII. CHAIR/VICE CHAIR REPORT:**

170
171 Mr. Gerrity reported that everything is moving along with the AIT reports and
172 preceptors. Mr. Gerrity advised that there would be a NAAB (National Association
173 Administrator Boards) meeting in November 2019. Mr. Lipman advised that the next
174 meeting was in June 2019. Mr. Lipman advised that the NAAB is seeking to maintain
175 its integrity of the examinations and make revisions as necessary; and he wants to make
176 contact with NAAB to discuss the board's involvement. Dr. Spivey advised the board to
177 review proposed meeting dates for the year 2020.

178
179 **Section VII ended: 10:43 a.m.**

180 **Section VIII began: 10:22 a.m.**

181
182 **VIII. EXECUTIVE DIRECTOR'S REPORT:**

183
184 Dr. Spivey presented the NHA renewal statistics. Dr. Spivey explained that the
185 department determined that some of the health history questions (*iv. Confidential and*
186 *Exempt from Public Records Disclosure*) appear to be too invasive and are being
187 replaced with additional questions to allow applicants to answer accurately. Ms.
188 Munson advised that it is the board's decision of whether they would like to change the
189 application questions, but is not required.

190
191 **i. U.S. News and World Report**

192 Dr. Spivey presented an article relating to top ranked nursing homes in Florida.

193
194
195 **Section VIII ended: 10:30 a.m.**

196 **Section IX began: 10:43 a.m.**

197
198 **IX. OLD BUSINESS:**

199 None

200
201
202 **Section IX ended: 10:43 a.m.**

203 **Section X began: 10:43 a.m.**

204
205 **X. NEW BUSINESS:**

206 None

207
208
209 **Section X ended: 10:43 a.m.**

210 **Section XI began: 10:44 a.m.**

211
212 **XI. COMMITTEE REPORTS:**

213 **a. AIT/Preceptor – Kocik/Gerrity/Lipman**

214 Reported in section VII.

215
216
217
218 **b. Budget – Helmer**

219 Mr. Helmer presented budget report

220
221
222 **c. Continuing Education – Feeney**

223 Nothing to report

224
225

226 **d. Credentials – Lipman**

227

228 **i. NHA Licensure Requirement Summary**

229

230 Mr. Lipman reported no issues and that the office is doing a great job.

231

232 **e. Disciplinary Compliance – Hankerson**

233

234 Nothing to report

235

236 **f. Healthiest Weight – Hankerson**

237

238 Dr. Hankerson directed the board to the healthiest weight website and advised of
239 current health and weight statistics.

240

241 **g. Legislation – Helmer**

242

243 Nothing to report

244

245 **h. Probable Cause – Kocik**

246

247 Nothing to report

248

249 **i. Rules – Feeney**

250

251 Nothing to report

252

253 **j. Unlicensed Activity – Feeney**

254

255 Nothing to report

256

257 **Section XI ended: 10:47 a.m.**

258 **Section XII began: 10:47 a.m.**

259

260 **XII. PUBLIC COMMENTS:**

261

262 **None**

263

264 **Section XII ended: 10:47 a.m.**

265 **Section XIII began: 10:47 a.m.**

266

267 **XIII. NEXT MEETING DATE:**

268

269 April 5, 2019

270

271 **Section XIII ended: 10:47 a.m.**

272 **Section XIV began: 10:47 a.m.**

273

274 **XIV. ADJOURNMENT:**

275

276 Motion to adjourn at 10:47 a.m. made by Mr. Gerrity.

DRAFT