

**FLORIDA** | Board of Nursing Home Administrators

**DRAFT MINUTES**

October 25, 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, October 25, 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: 9:01 a.m.**

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

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

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11     **Board Staff Present:**

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13     Dr. Anthony Spivey, DBA, Executive Director  
14     Gail Curry, Program Operations Administrator  
15     Carla Raby, Regulatory Supervisor  
16     Frank Grunewald, Regulatory Specialist  
17     Kellee Crowson, Regulatory Specialist  
18     Keri Kilgore, Regulatory Specialist  
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20     **Board Counsel:**

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22     Rachelle Munson, Assistant Attorney General  
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24     **Prosecution Services:**

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26     Zackery Bell, Assistant General Counsel  
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28     **Court Reporter:**

29  
30     For the Record  
31     (850) 222-5491  
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33     **Section I ended: 9:03 a.m.**

34     **Section II began: 9:03 a.m.**

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**II. APPROVAL OF MINUTES:**

**a. August 8, 2019**

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

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

**Section II ended: 9:04 a.m.**

**Section III began: 9:04 a.m.**

**III. PROSECUTION REPORT**

Mr. Bell provided statistics regarding the prosecutions currently open in the Department.

Total cases: 9

Cases older than one year continued for prosecution: 3

**Action:** Motion to continue prosecuting cases over one year made by Dr. Hankerson. Second made by Mr. Gerrity.

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

**Section III ended: 9:05 a.m.**

**Section IV began: 9:05 a.m.**

**IV. RECONSIDERATION:**

**a. Dr. Timothy O'Connor**

Present. Not represented by counsel. Rachelle Munson presented case details to the Board.

**Action:** Motion to accept reconsideration made by Dr. Hankerson. Seconded by Mr. Gerrity.

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

Dr. O'Connor presented his request to the Board.

Frank Grunewald explained the education requirements.

Dr. Hankerson voiced her concerns about the application being inaccurate.

Dr. O'Connor wishes to withdraw his application and reapply.

81 **Action:** Motion to accept the withdraw made by Mr. Gerrity. Seconded by Dr. Hankerson.

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

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86 **Section IV ended: 9:33 a.m.**

87 **Section V began: 9:33 a.m.**

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90 **V. APPLICATION FOR REVIEW**

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92 **a. Dianne Ivy**

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94 Present, not represented by counsel.

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96 Ms. Ivy presented her information to the Board.

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98 **Action:** Motion to withdraw application for licensure made by Mr. Gerrity. Second made by  
99 Dr. Hankerson.

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101 **Section V ended: 9:48 a.m.**

102 **Section VI began: 9:48 a.m.**

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105 **VI. RATIFICATION:**

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107 **a. Licensure**

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109 **i. Nursing Home Administrators**

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111 **Action:** Motion to ratify the approval of licensees made by Mr. Gerrity. Second made by Mr.  
112 Lipman.

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

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116 **ii. Administrator-in-Training**

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118 **Action:** Motion to ratify the approval 1,000 hours made by Mr. Gerrity. Second made by Mr.  
119 Lipman.

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

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123 **Action:** Motion to ratify the approval 2,000 hours made by Mr. Gerrity. Second made by Mr.  
124 Lipman.

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

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**b. Continuing Education**

- i. CE Providers & Courses approved by Board Staff**
- ii. CE Providers & Courses approved by CE Committee Chair**

**Action:** Motion to ratify the approval of courses made by Dr. Hankerson. Second made by Mr. Gerrity.

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

**Section VI ended: 9:56 a.m.**  
**Section VII began: 9:56 a.m.**

**VII. BOARD COUNSEL REPORT:**

- i. October Rules Report**
- ii. Annual Regulatory Plan**
- iii. Open Rules**

- a. 64B10-15.001**
- b. 64B10-15.003**

Ms. Munson presented the report to the Board and to ratify the Annual Regulatory Plan.

**Action:** Motion to ratify the Annual Regulatory Plan was made by Mr. Gerrity. Second made by Mr. Lipman.

**Vote:** 5 yeas/ 0 opposed. Motion carried.

**Section VII ended: 9:58 a.m.**  
**Section VIII began: 9:58 a.m.**

**VIII. CHAIR/VICE CHAIR REPORT:**

Mr. Gerrity reported that he continues to talk with new preceptors everything is moving smoothly.

**Section VIII ended: 9:59 a.m.**  
**Section IX began: 9:59 a.m.**

**IX. EXECUTIVE DIRECTOR'S REPORT:**

Dr. Spivey announced that the Chair/Vice Chair meeting that was held on October 18, 2019 in Tallahassee, Fl. Mr. Helmer was in attendance. Highlights from the meeting. The announcement

172 of the new Director for MQA. Ms. Lucy Gee will be retiring on November 15<sup>th</sup> of this year. The  
173 new Director will be Dr. Cassandra Pasley. Mindy Simmons from Finance gave a review on the  
174 budget and how cash sweeps work. Dr. Spivey described how a Fee Holiday works. During the  
175 open forum there were presentations from Unlicensed Activity coordinator, Legislative updates  
176 were provided to the Board. PSU spoke on how their processes work. Open forum for Board  
177 Members at the end of the meeting.

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179 **Section IX ended: 10:05 a.m.**

180 **Section X began: 10:05 p.m.**

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182 **X. OLD BUSINESS:**

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184 None

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186 **Section X ended: 10:05 a.m.**

187 **Section XI began: 10:05 a.m.**

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189 **XI. NEW BUSINESS:**

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191 None

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193 **Section XI ended: 10:05 a.m.**

194 **Section XII began: 10:05 a.m.**

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196 **XII. COMMITTEE REPORTS**

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

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200 Mr. Gerrity reported that things continue to move forward. Ms. Kocik reported that  
201 everything seems to be flowing pretty well.

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203 **b. Budget – Helmer**

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205 Mr. Helmer presented the budget report.

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207 **c. Continuing Education – Feeney**

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209 Nothing to report. Ms. Feeney was not in attendance.

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211 **d. Credentials – Lipman**

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212 **i. NHA Licensure Requirement Summary**

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214 Nothing to report

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**e. Disciplinary Compliance – Hankerson**

Nothing to report

**f. Healthiest Weight – Hankerson**

Dr. Hankerson reported on a new program called Worksite Health Score Card. Healthiest Weight link will be added to the NHA site.

**g. Legislation – Helmer**

Nothing to report

**h. Probable Cause – Kocik**

Ms. Kocik announced the upcoming PCP meeting in November

**i. Rules – Feeney**

Nothing to report. Ms. Feeney was not in attendance.

**Unlicensed Activity – Feeney**

Nothing to report. Ms. Feeney was not in attendance.

**Section XII ended: 10:10 a.m.**  
**Section XIII began: 10:10 a.m.**

**XIII PUBLIC COMMENTS:**

Nothing to report

**Section XIII ended: 10:10 a.m.**  
**Section XIV began: 10:10 a.m.**

**XIV. NEXT MEETING DATE:**

**January 10, 2020**

**Section XIV ended: 10:11 a.m.**  
**Section XV began: 10:13 a.m.**

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**XV. ADJOURNMENT:**

Meeting adjourned at 10:13 a.m.

DRAFT