



**Board of Nursing Home Administrators
Meeting Notice
January 27, 2023**

Time:	9:00 a.m.
Location:	Department of Health Online Meeting Only <i>Access to the online meeting is on the last page of this agenda.</i>
Contact Person:	Kendra Pitzler, Program Manager (360) 236-4723
Board/Committee Members:	Carl Christensen, Ph.D., RN, Chair Rosalie Romano, Ph.D., Public Member, Vice Chair Ann Zell, NHA Marlita Basada, RN Angela Cerna, NHA Jesse Shelton, NHA Matthew Macklin, NHA Paul Emmans, DO Vacant, NHA Vacant, NHA Vacant, Public Member
Assistant Attorney General:	Luke Eaton, Assistant Attorney General
Staff:	Trina Crawford, Executive Director Kendra Pitzler, Program Manager Karen Gohlsen, Program Support Patience Roquemore, Program Support

In accordance with the Open Public Meetings Act, the agenda for this regular meeting was made available online at least 24 hours prior to the start time of the meeting pursuant to RCW 42.30.077.

Open Session:

1. Opening of Public Meeting – Carl Christensen, Chair - DISCUSSION/ACTION.

- 1.1. Call to Order
- 1.2. Introductions

2. Public Comment – Carl Christensen, Chair

3. Consent Agenda – Carl Christensen, Chair - DISCUSSION/ACTION.

Items listed under the consent agenda are considered routine agency matters and will be approved by a single motion of the board without separate discussion. If separate discussion is desired, that item will be removed from the consent agenda and placed on the regular business agenda.

- 3.1. Approval of the January 27, 2023 agenda.
- 3.2. Approval of the October 21, 2022 regular meeting minutes.

4. Discussion of Items Removed from the Consent Agenda - DISCUSSION/ACTION.

The board will discuss items removed from the Consent Agenda.

5. Rules Workshop (9:15 a.m.)

6. Nursing Home Administrator Program Statistics

- 6.1. **Disciplinary Statistics – Kendra Pitzler, Program Manager - DISCUSSION/ACTION.** *The board will review data relating to complaint investigation and discipline.*
- 6.2. **Budget Report and Discussion – Jeff Orwig, Finance Officer – DISCUSSION/ACTION.** *The board will review and discuss the budget report.*
- 6.3. **Credentialing Statistics/Updates – Hyon Yi, Credentialing Supervisor - DISCUSSION/ACTION.** *The board will review data relating to issuance of nursing home administrator licenses.*

7. Subcommittee Reports – DISCUSSION/ACTION.

- 7.1. AIT Subcommittee Update – Rosalie Romano, Carl Christensen, and Annie Zell.
- 7.2. Vendor Booth Subcommittee – Carl Christensen, Annie Zell, and Marlita Basada.

8. Board Meeting Locations – Kendra Pitzler, Program Manager –

DISCUSSION/ACTION. *The April board meeting is located in Spokane to include students from Eastern Washington University (EWU.) EWU indicates students may not be available as the program is now online. The board will look at relocating this meeting and may review the locations of other meetings.*

9. Executive Director Report – Trina Crawford, Executive Director –
DISCUSSION/ACTION. *Ms. Crawford will present issues that are of interest to the board, as needed.*

10. Program Manager Report – Kendra Pitzler, Program Manager –
DISCUSSION/ACTION. *Ms. Pitzler update members on board member recruitment, and attendance at new administrator training, and other issues as needed.*

11. Election of Officers – Carl Christensen, Chair, DISCUSSION/ACTION. *The board is holding elections for chair and vice chair. According to the board’s bylaws, elections for chair and vice chair are held the first meeting of the year and the new officers’ terms begin the following meeting.*

12. Meeting Adjourned

<p>Virtual Meeting Access: This meeting is being held via Microsoft Teams.</p> <p>Join on your computer, mobile app or room device Click here to join the meeting Meeting ID: 285 533 676 344 Passcode: aHxmyN Download Teams Join on the web</p> <p>Or call in (audio only) +1 564-999-2000,,356970896# United States, Olympia Phone Conference ID: 356 970 896#</p>	<p>Times and Order: The meeting will begin at 9:00 a.m. and will continue until all agenda items are complete. This agenda is subject to change. Comments from the public in attendance will be taken after each agenda item.</p> <p>This meeting is being recorded. If anyone objects or does not consent, please let us know.</p>
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Next Scheduled Meeting:

April 28, 2023

9:00 a.m.

Virtual Meeting via Microsoft Teams