



**Board of Nursing Home Administrators
Minutes
February 1, 2013**

Time: 9:00 a.m.

Location: The meeting took place by video conference at the following locations:

Department of Health
Town Center 2, Room 158
111 Israel Road SE
Tumwater, WA 98501

Department of Health
River View Corporate Center, Suite 1500
Room 112
16201 E Indiana Avenue
Spokane Valley, WA 99216

Department of Health
309 Bradley Blvd
Richland, WA 99352

Board Members Present: Stacy Mesaros, NHA, Chair, Tumwater Site
Dan Murray, NHA, Tumwater Site
Nathan Fergus, PT, Tumwater Site
Linda McKinney, RN, Tumwater Site
Donette Parry, PTA, Tumwater Site
Harry Aubert, NHA, Richland Site
Keith Fauerso, NHA, Spokane Site

Staff Present: Blake Maresh, Executive Director
Kendra Pitzler, Program Manager
Gail Yu, Assistant Attorney General

Open Session:

1. Opening – Stacy Mesaros, Chair – DISCUSSION/ACTION

- A. Call to Order - Ms. Mesaros called the meeting to order at 9:07 a.m.
- B. Introductions – Board members and staff introduced themselves.
- C. Order of Agenda - No changes were made to the order of the agenda.
- D. Correspondence - There was no correspondence for review at this time.
- E. Announcements – There were no announcements at this time.
- F. Other- There were no other items brought to the Board’s attention at this time.

2. Consent Agenda—Stacy Mesaros, DISCUSSION/ACTION

Items listed under the consent agenda are considered to be 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.

- A. Approval of February 1, 2013 agenda – The agenda was amended to add item 13, Availability of State Badges and 14 AIT Issue. The agenda was approved as amended.
- B. Approval of November 2, 2012 minutes – The November 2, 2012 minutes were approved as amended.

3. Discussion of Items Removed from the Consent Agenda—DISCUSSION/ACTION.

There were no items removed from the consent agenda.

4. Presentation on Ethics – Gail Yu, AAG.

Ms. Yu made a presentation to the Board about state ethics laws and how it applies to board members. She indicated that members fall under the definition of an executive officer. This puts them under that law and holds them to a high standard. She indicated that more information is available on the Governor’s website for board members. She also mentioned that the State Ethics Committee website has tutorials with interesting examples regarding conflict of interest.

The board is also interested in other presentations from Gail. She indicated she can also present on the Open Public Meetings Act and the Public Disclosure Law.

5. National Association of Long Term Care Administrator Boards (NAB) Mid-Year Meeting – Stacy Mesaros – DISCUSSION/ACTION.

Ms. Mesaros reported on the NAB mid-year meeting she attended in November, 2012. She indicated that NAB’s offer to pay travel for one board representative to attend a NAB meeting once per year did motivate many states to have somebody attend.

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Ms. Mesaros reported on the key presentation regarding the correlation between factors of employment and turnover. She also indicated that there was discussion regarding the practice analysis, including conversation about changing the title from “administrator” to “CEO.” No decision was made.

Ms. Mesaros indicated the June, 2013 meeting will be held in Seattle. She encouraged members to attend for at least a portion of the meeting.

6. Progress on the Newsletter — Kendra Pitzler, Program Manager - DISCUSSION/ACTION.

Ms. Pitzler indicated that there has been a little progress on the newsletter but that it is behind schedule again due to time conflicts. Articles were placed in members packets for review. They need to submit comments by March 5, 2013.

Regarding the time-conflict, Ms. Pitzler indicated that efforts are on-going to recruit more staff and that this should help with future conflicts.

7. Board/Commission Bylaws – Blake Maresh, Executive Director – DISCUSSION/ACTION.

The Board discussed the department draft of the board/commission by-laws. This is a first draft of “boiler plate” language for boards and commissions to consider. Mr. Maresh indicated that this draft is still being reviewed by an assistant attorney general who may have some concerns regarding the current draft. Mr. Maresh indicated that there is no rush to adopt by-laws right now but that the Board may want to aim to adopt by-laws by the end of the year. Mr. Maresh will bring the new draft to the Board once revisions have been made.

8. Legislative Meet-Me Calls – Harry Aubert – DISCUSSION/ACTION.

Harry Aubert reported on the legislative meet-me calls. These calls are attended by at least one representative of each health profession board, commission and committee. Members talk about bills that, if passed, would affect most all the professions.

Mr. Aubert though nursing home administrators would be interested in senate bill 5148 which allows prescriptions to be returned and reused. This requires strict parameters regarding the return of the prescriptions. He also indicated that there is concern regarding HB 1381 which moves Department of Health presiding officers to the Office of the Administrative Hearings. The concern is that a judge who is not familiar with health professions laws may be assigned as presiding officer.

9. Legislative Updates – Blake Maresh – DISCUSSION/ACTION.

Mr. Maresh continued the discussion regarding the legislative session. He spoke about house bill 1103 (HB 1103) which passed in 2008. This bill established pilot projects for the Medical Quality Assurance Commission and the Nursing Care Quality Assurance Commission. During the pilot, the commissions are still under the Department of Health “umbrella” but have more control regarding budget, staffing and other functions. The pilot program was set to end at the end of 2013 with a report due on December 1, 2013. However, staff realized it didn’t make sense to wait until the project was over to complete the reports. They are complete at this time and can be found on-line.

Two bills have now been introduced which would affect the future of the pilots. House bill 1518 (HB 1518) would allow the pilots to become permanent. It would also allow the Chiropractic Board to enter a five year project. House bill 1564 (HB 1564) would allow the Medical Commission to create and have a separate fund for “Physician and Surgeon.” Currently the money goes into the “02G” account for all professions and their money is specifically allocated from that fund.

Mr. Maresh also informed the board about house bill 1000 which grants immunity to health care providers who follow the directions of a person who has signed a written directive or durable power of attorney requesting that he or she not receive futile emergency medical treatment. The intent of this bill is to include personnel such as nurses and nursing assistants.

10. Executive Director Report – Blake Maresh – DISCUSSION/ACTION.

Mr. Maresh reviewed the nursing home administrator’s budget with the board. He noted that the bottom line is currently within budget and that there is still plenty in the travel budget to allow board member attendance at the NAB meeting in Seattle this June. He also indicated that the extra staff time that had been charged to this profession has now been backed out.

11. Program Manager Report – Kendra Pitzler - DISCUSSION/ACTION.

Ms. Pitzler reported that Brett Cain has promoted to a health services consultant 3. Mr. Cain, as a health services consultant 1, has been assisting with administrator-in-training reviews right before a site visit is set. Mr. Cain continues to assist with reviews at this time. In addition, the credentialing unit is training an additional person to review nursing home administrator applications.

Ms. Pitzler will be working to replace board positions that are currently not filled, as well as those that will expire soon. The position in the Governor’s Office that works with filling these positions was vacant but a new person has been now been hired.

12. Election of Officers – DISCUSSION/ACTION.

The Board elected Harry Aubert as the new chair and Linda McKinney as the vice-chair. The decision was unanimous.

13. Availability of State Badges for Board Members – DISCUSSION/ACTION

Keith Fauerso asked if badges could be ordered for board members who do not currently have one. Badges make it easier to identify members to preceptors and administrators-in-training when members perform site visits. Badges can also be used when representing the board at meetings.

Ms. Pitzler will have badges ordered for members that do not currently have one.

14. AIT Issue – DISCUSSION/ACTION

Mr. Fauerso mentioned that he was contacted regarding a specific administrator-in-training who was having a rough time moving through the credentialing process.

Ms. Pitzler agreed to check on this to assure that his application is moving.

15. Adjournment

The meeting was adjourned at 11:34 a.m.