



Government of the District of Columbia  
Department of Health  
Board of Nursing Home Administration

**MEETING MINUTES**  
**899 NORTH CAPITOL ST. NE – 2<sup>ND</sup> FLR.**  
**WASHINGTON, DC 20002**

**December 11, 2013**

**10:00 am - 12:00 pm**



Government of the District of Columbia  
Department of Health  
Board of Nursing Home Administration

BOARD MEMBERSHIP/ATTENDANCE:

BOARD MEMBERS:		
PRESENT:	Steven Nash, Chairperson	
	Keysha Dale, Board Member	
	Christy Kramer, Board Member	
QUORUM:	YES	
STAFF:	Robin Jenkins, Executive Director	
	Fatima Abby, Health Licensing Specialist	
	Deb Moss, Investigator	
LEGAL STAFF:	Panravee Vongjaroenrat, the Office of Attorney General	
VISITORS:	None	



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OPEN SESSION – 10:09 am

OS-1211-01	<p><b><u>OPEN SESSION MINUTES</u></b> Consideration of the Open Session Minutes of the June 27, 2013 meeting.</p> <p><b>Motion: Approved</b> <b>Seconded</b> <b>Passed unanimously</b></p>	
OS-1211-02	<p><b><u>BOARD/DEPARTMENT'S REPORT</u></b></p> <p><b>A. <u>EXECUTIVE DIRECTOR'S REPORT</u></b> Ms. Robin Jenkins, Executive Director, reminded the Board that Dr. Feseha Woldu, Senior Deputy Director, left his position in October 2013. We are expecting to have our new Senior Deputy Director the beginning of 2014.</p> <p>Ms. Jenkins also stated that there are currently fifty-five (55) active licensees and a total of one hundred fifty-one (151) nursing home administrators who has or had a license in the District.</p> <p><b>B. <u>BOARD ATTORNEY'S REPORT</u></b> There was no report from the Board Attorney.</p> <p><b>C. <u>CHAIRPERSON'S REPORT</u></b> Mr. Steve Nash, Chairperson, attended the National Association of Long Term Care Administrator Boards (NAB) meeting.</p> <p>Ms. Robin Executive wanted to know whether or not NAB had all executive directors annual meeting. Mr. Nash suggested inviting Mr. Randy Lindner, President and CEO of NAB, to the Board meeting to speak about NAB and to be introduced to the new Board members and the Board staff.</p> <p>Mr. Nash also spoke about the licensing process for the assisted living administrator in regards to the testing. He recommended that the Board utilizes and uses the NAB assisted living examination upon implementation of our</p>	



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	regulations.	
OS-1211-03	<p><b><u>WELCOME NEW MEMBERS</u></b> The Board Chair and the Board Staff welcomed the new Board Members: Ms. Christy Kramer and Ms. Keysha Dale.</p> <p>Mr. Nash also welcomed the new executive director, Ms. Robin Jenkins.</p>	
OS-1211-03	<p><b><u>Nursing Home Administration Regulations- Preceptor's Training</u></b></p> <p><b><u>Next Board Meeting:</u></b> the Board would like to discuss the Preceptor's Training requirements listed in the Guidelines and implement the requirements into the NHA Regulations.</p> <ul style="list-style-type: none"><li>• NAB/ Maryland Certified Preceptors</li></ul>	



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**THESE ITEMS ARE  
INFORMATION/UPDATES ONLY.  
NO DISCUSSIONS OR DECISIONS ARE  
REQUIRED.**

**(Open Session)**



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OS-1211-05	<p><b><u>LONG-TERM CARE ADMINISTRATION LEGISLATION</u></b></p> <p><b>This matter is still pending.</b></p> <p><b>Background:</b> Long-Term Care Administration Legislation is part of an omnibus health regulation bill.</p> <p>In December 2012, AAG Vongjaroenrat stated the Mayor’s Office decided to postpone the Bill to January 2013.</p> <p>On February 13, 2013, Ms. Vongjaroenrat stated that the Mayor had requested a meeting with the Board Chairs. All the Board Chairs would arrange a meeting to discuss and strategize the omnibus health regulation bill.</p> <p>On June 28, 2013, Ms. Karen Skinner testified on the upcoming public hearing, Committee on Health on behalf of the Board.</p>	
OS-1211-06	<p><b><u>NHA REGULATIONS: CODE OF PROFESSIONAL CONDUCT</u></b></p> <p><b>It was published as final on September 27, 2013. The Board requested that a notification to be sent to the public.</b></p> <p><b>Background:</b> DCHCA submitted comments to the Board and they would like for the Board to accept the Code of Ethics of American College of Health Care Administrators as the standard for professional conduct. In December 2012, the Board reviewed the Code of Ethics of American College of Health Care Administrators and agreed to adopt this Code of Ethics.</p> <p>The rulemaking adopting ACHCA code of ethics was published for comments on April 3, 2013. There were comments from the public and so no changes to rule.</p>	
OS-1211-07	<p><b><u>PRECEPTOR’S TRAINING- Recording Audio</u></b></p> <p><b>Staff is still investigating the possibilities to make this training electronic. Tabled for the next Board meeting.</b></p> <p><b>Background:</b> The Board Chair requested to review the quality of the audio of the AIT training that was held in June 2011.</p>	



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	The Board wanted to know whether or not it's possible to upload the 2011 Preceptor's Training recording audio on the website which will only allowed access to the preceptor candidates.	
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This concludes the public open session meeting and pursuant to the DC Official Code 5-575B and for the purposes set forth therein, the Board will now move into the closed executive session portion of the meeting.

This completes the minutes.

The next meeting of the Board is scheduled for March 12, 2014 at 10:00 am.

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Steve Nash, Chairperson

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Date