



**Government of the District of Columbia  
Department of Health  
Board of Long-Term Care Administration**

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

**November 6, 2014**

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



**Government of the District of Columbia  
Department of Health  
Board of Long-Term Care Administration**

BOARD MEMBERSHIP/ATTENDANCE:

BOARD MEMBERS Present:		
	Keysha Dale, Chairperson	
	Steven Nash, 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, Attorney	
VISITORS:		

The minutes begins on the next page.



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OPEN SESSION November 2014

OS-1106-01	<b><u>OPEN SESSION MINUTES</u></b> The board unanimously approved the September 23, 2014 open session minutes.	
OS-1106-02	<b><u>BOARD/DEPARTMENT'S REPORT</u></b>  <b>A. <u>SENIOR DEPUTY DIRECTOR'S REPORT</u></b> There was no report from the Senior Deputy Director.  <b>B. <u>EXECUTIVE DIRECTOR'S REPORT</u></b> There was no report from the Executive Director.  <b>C. <u>BOARD ATTORNEY'S REPORT</u></b> The Board's attorney provided an update on the pending case between North Carolina Board of Dental Examiners / Federal Trade Commission (FTC) matter.  <b>D. <u>CHAIRPERSON'S REPORT</u></b> There was no report from the Chairperson.	



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OS-1106-03	<p><b><u>LONG-TERM CARE ADMINISTRATION RULEMAKING</u></b></p> <p>The Omnibus Health Regulation Amendment Bill is under technical amendment.</p> <p>The Board will develop a sub-committee to draft assisted living regulations. The board would like the sub-committee to be consisted of board members, assisted living administrators, home health care administrators, and individuals from DC Health Care Association.</p> <p>The Board would also like to reach out to VMT Long Term Care Management to assist with the drafting of home health care administrator regulations.</p>	
OS-1106-04	<p><b><u>PRECEPTOR'S TRAINING- Recording Audio</u></b></p> <p>The IT representatives must present the specifications to the DC government Office of the Chief Technology Officer (OCTO) for review and recommendations for security, posting, access, and documentation of the completion of the audio.</p> <p>Ms. Christy Kramer, Board Member, mentioned the Maryland Board of Examiners of Nursing Home Administrator conducts NHA Preceptor Training Program once or twice a year. The Board can send their administrators to the Maryland NHA Preceptorship Training.</p>	
OS-1106-05	<p><b><u>Upcoming LTCA Board Meetings:</u></b></p> <p>The next LTCA Board meetings are now scheduled for January 31, April 8<sup>th</sup>, July 8<sup>th</sup>, and October 14<sup>th</sup>, 2015.</p>	

This concludes the public open session meeting and pursuant to the DC Official Code 2-57B and for the purposes set forth therein, the Board will now move into the closed executive session portion of the meeting.