



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**

**April 9, 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:	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:	Ms. Carla Williams, Assistant Attorney General, substituted for Ms. Panravee Vongjaroenrat, the Office of Attorney General	
VISITORS:	None	

The minutes begins on the next page.



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OPEN SESSION

OS-0409-01	<b><u>OPEN SESSION MINUTES</u></b>  Open session minutes for March 12, 2014 was approved unanimously.	
OS-0409-02	<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> There was no report from the Board Attorney. <b>D. <u>CHAIRPERSON'S REPORT</u></b> Mr. Steve Nash requested to send a letter to DC Health Care Association (DCHCA) in regards to the Long Term Care Administration Legislation requirements, the name change of the Board. The Board will also work on the newsletters which will cover the following items: LTCA legislation, continuing education requirements and preceptorship requirements.	
OS-0409-03	<b><u>NURSING HOME ADMINISTRATION REGULATIONS- PRECEPTOR'S TRAINING</u></b>  The Board voted to grant twenty (20) hours of CEs to preceptors during the preceptorship. The Board also voted to award 2.5 to preceptors for completing the preceptor's training.	



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**THESE ITEMS ARE  
INFORMATION/UPDATES ONLY.  
NO DISCUSSIONS OR DECISIONS ARE  
REQUIRED.  
(Open Session)**



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OS-0409-04	<b><u>LONG-TERM CARE ADMINISTRATION LEGISLATION</u></b>  The Board will begin the rulemaking process for assisted living and home health care administrators.	
OS-0409-05	<b><u>PRECEPTOR'S TRAINING- Recording Audio</u></b>  The IT Specialist is working on making this matter available on the Board website.	

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.