

Memoranda of the
Certified Health Care Professions Commission

Tuesday, August 18, 2026 at 12:00 PM
Indiana Government Center
Conference Center, Conference Room A
402 West Washington Street
Indianapolis, Indiana, 46204

Governor Appointed Commission Members Present In-Person:

Jill Dirbas, Health Facility Administrator, Term 9/1/2025 – 8/31/2029
Rebecca Bartle, Registered Nurse with Experience Training Nurse Aides, Term 9/1/25-8/31/29
James Sizemore, Nurse Aide/QMA/HHA, Term 9/1/25-8/31/29
Lisa Kelley, Consumer, Term 2/19/26-10/31/29
Janet Terrill, Registered Nurse, Term 9/1/2025 – 8/31/2029
Shannon Harris, Nurse Aide/QMA/HHA, Term 9/1/25-8/31/29

Governor Appointed Commission Members Present Virtually:

Governor Appointed Commission Members Absent:

Kelly Parker, Registered Nurse, Term 9/1/25-8/31/29

Indiana Department of Health (IDOH) Staff Present:

Jessica Krug, Assistant Commissioner of Consumer Services & Health Care Regulation
Nicole Tipton, Division Director
Sara Caudell, Nurse Aide Training Supervisor
Arron Caquelin, Nurse Aide Training Surveyor
Michael Sheron, Registry Director

1. Call to Order and Establishment of Quorum

Meeting commenced at 12:00 PM by chairman, Rebecca Bartle. All appointed commission members were present in person to establish a quorum.

2. Adoption of the Agenda

A motion was made by James Sizemore and seconded by Jill Dirbas to approve the agenda as presented. Motion passed 6-0.

3. Adoption of the Memoranda

A motion was made by Lisa Kelley and seconded by Janet Terrill to approve adoption of the memoranda as presented. Motion passed 6-0.

4. IDOH Quarterly Report – 2nd Quarter 2026 , 4B Emergency Order Review

5. Request for Finding Removal

- a. In the Matter of the Certification of Angel Smith Mead – A motion made by Rebecca Bartle and seconded by Janet Terrill in favor of removal. Motion passed 6-0.

6. Request to Appeal Denial of Waiver for 1,00 Hours Worked as a CNA

In the Matter of the Request to Appeal Denial of Waiver for Kiana Mason – A motion made by Monica Jill Dirbas and seconded by James Sizemore in favor of reduced hours. Motion passed 6-0.

7. Investigations for Commission Review

- a. In the Matter of the Certification of Latanza Walker, CNA9706895, a motion for a *finding* of Abuse was made by Shannon Harris seconded by Lisa Kelley. Motion passed 6-0.
- b. In the Matter of the Certification of Stephen Williams, CNA0305011, a motion for a *finding* of Abuse was made by James Sizemore and seconded by Monica Jill Dirbas. Motion passed 6-0.
- c. In the Matter of the Certification of Heather Waggoner, CNA0406041, a motion for a *finding* of Misappropriation was made by James Sizemore and seconded by Shannon Harris. Motion passed 6-0.
- d. In the Matter of the Certification of Hannah Martinez, CNA2406830, a motion for a *finding* of Abuse was made by Shannon Harris and seconded by Lisa Kelley. Motion passed 6-0.
- e. In the Matter of the Certification of Amanda Teague, CN1301838, QMA1900103, a motion for a *finding* of Abuse was made by James Sizemore and seconded by Shannon Harris. Motion passed 6-0.
- f. In the Matter of the Certification of Roniqua Hawkins, CNA1603630, QMA1900103, a motion for a *finding* of Abuse was made by James Sizemore and seconded by Lisa Kelley. Motion passed 6-0.
- g. In the Matter of the Certification of Jamila McDonald, CNA1905999, a motion for a *finding* of Abuse was made by Lisa Kelley and seconded by Janet Terrill. Motion passed 6-0.
- h. In the Matter of the Certification of Shell Needler, CNA1001058, QMA2400605, a motion for a *finding* of Abuse was made by Shannon Harris and seconded by James Sizemore. Motion passed 6-0.

8. Sub-Committee Reports

a. HHA Training Curriculum & Process

Decision to place this subcommittee on hold. IDOH recommends focusing first on revising the NATCEP curriculum, which will then be used to create the HHA curriculum. Commission members serving on the NATCEP Curriculum Revision subcommittee are: Janet, Jill, and Becky. Their first step will be to review the current curriculum and outline needed revisions.

b. Testing

No Report.

c. Inservice Audits

No Report.

9. Old Business

a. Train the Trainer Update – Recommendation to create an exemption process for individuals with experience teaching adults or supervising nurse aides. IDOH will draft the process and form for commission review.

10. New Business

a. QMA Standards – The newly formed NATCEP Curriculum Revision subcommittee will review the standards and provide a report next month.

b. Reduced Hours for QMA – Jill shared ongoing challenges for nurse aides under the current process. Decision to continue the current approach and make revisions as additional data becomes available from waiver requests. The commission encouraged applicants to be mindful of the waiver timeframe, noting that the process can take time to complete.

11. Adjournment

A motion was made by James Sizemore and seconded by Lisa Kelley to adjourn the meeting. Motion passed 6-0.