

MINUTES OF JANUARY 24, 2017

**INDIANA STATE BOARD OF HEALTH FACILITY ADMINISTRATORS
BOARD MEETING**

I. CALL TO ORDER AND ESTABLISHMENT OF QUORUM 10:03 a.m.

- **Chris Kelley arrived at 10:07 a.m.**

- **Members present:**
 - **Shelley Rauch (SR)**
 - **Mark Wolfschlag (MW)**
 - **Kelly Borrer (KB)**
 - **Brenda Buroker (BB)**
 - **Karen Gilliland (KG)**
 - **Kathy Frank (KF)**
 - **Jamal Sowers (JS)**
 - **Christine Kelley (CK)**

- **Members Absent:**
 - **Jennifer Gappa**
 - **Mercedes Burgos**

II. ADOPTION OF THE AGENDA Add “MESH” to Agenda

Motion to **APPROVE** as amended.

Motion passed: **8/0/0**

III. ADOPTION OF THE MINUTES FROM THE NOVEMBER 8, 2016 MEETING –

Motion to **APPROVE** - KF/BB

Motion passed: **8/0/0**

IV. REPORT FROM THE OFFICE OF THE ATTORNEY GENERAL

Jessica Krug gave the report from the OAG.

V. ADMINISTRATIVE HEARINGS –Brenda Buroker recuses *

- 1) **Tracy Lynn Dewey- License No. 14003895A - Cause No. 2016 HFA 0008** – Attorney for respondent, Mr. Moore, appeared to ask that the licensee be allowed to surrender her license. The state opposed because there are pending complaints against licensee. – **CONTINUED** with stipulation that respondent does not do business as HFA until case can be heard.

Motion to approve CONTINUANCE with stipulation **-KB/KF**

Motion passed-**7/0/0**

- 2) **Julie Helm – License No. 14004459A – Cause No. 2016 HFA 0009** – 11:30 a.m. Mr. M. Grubbs for Ms. Helm - . Jessica Krug--1 count complaint. Amend complaint to 16-28-13. Motion that the State of Indiana did not prove that criminal history checks were knowingly done in a timely manner. Dismissal to be sent out. **MW/KG**
Motion to Approve **DISMISSAL: 7/0/0**

VI. PERSONAL APPEARANCES

- 1) **R. Holcomb – HFA/exam – positive response** 10:06- OWI – Mr. Holcomb appeared to discuss his positive response. Shelley suggested that a letter from his preceptor be sent to PLA prior to his exam acceptance.

Motion to **APPROVE** with the stipulation that the preceptor submit a letter of report before exam may be approved.

Motion passed: 7/1/0 (SR-Y, MW-Y, KB-Y, CK-Y, JS-Y, KF-Y/ KG-N)

- 2) **Zachary Simpson – HFA/exam – positive response** – Contributed to the delinquency of minors/ underage drinking. The board posed questions and had discussion.

Motion to **APPROVE** - CK/KF

Motion passed: 7/0/1 (SR-Y, MW-Y, KB-Y, CK-Y, KF-Y, KG-Y/ JS-A)

Brenda Buroker returns*

- 3) **MESH –CE Provider Application** – Coalition since 2008. Description of background and current educational events. CMS rules. Board of Directors with experience in hospital facilities, home health, hospice, and long term care facilities. This is the first application as CE provider to HFA board. Kelly felt that although healthcare preparedness would be fine, it would be a stretch to educate current HFA with updated information regarding CMS rules. Shelley cautioned that branching out too soon could be a problem. The rebuttal was that the CS rules are directly related to emergency preparedness and would be a benefit to the HFA community.

Motion to **APPROVE** KG/CK

Motion passed: 8/0/0

VII. BOARD ELECTIONS

Chair – Shelley Rauch – Motion made to retain as Chair - **KB/KF**

Motion passed: 8/0/0

Vice Chair- Kelly Borrer – Motion made to retain as Vice Chair - **SR/KF**

Motion passed: 8/0/0

Liaison – Jennifer Gappa was voted in at previous meeting

***Mark Wolfschlag and Karen Gilliland left the meeting—Quorum Ended**

VIII. APPLICATION REVIEW

- 1) **Rhonda R Owens – HFA** – using preceptor facility- **APPROVED**

****Kelly Borrer recused herself from the discussion concerning Rhonda Owens****

- 2) **Rodrige M. Correa – RCA/endorsement** (licensed in 12/2015) Application received 2/12/16- recently finalized documentation.- **APPROVED**

****Kelly Borrer returned to meeting****

IX. DISCUSSION ITEMS

- 1) **Jurisprudence Law Exam - will be discussed at the next meeting since there is no Quorum and nothing new to report at this time.**

X. ADJOURNMENT

There being no further business to discuss, and having completed its duties, the meeting of the Indiana Board of Health Facility Administrators adjourned at 12:49 p.m.

Shelly Rauch – No Quorum

Shelley Rauch, HFA Board Chair

Date