

**MEETING MINUTES**

**INDIANA STATE BOARD OF HEALTH FACILITY ADMINISTRATORS**

**Tuesday,  
February 4, 2020  
10:00 a.m. in Room W064 of the  
Indiana Government Center-South  
402 W. Washington Street  
Indianapolis, Indiana 46204**

**I. CALL TO ORDER AND ESTABLISHMENT OF QUORUM 10:01 a.m.**

**Board Members Present:**

Shelley Rauch  
Mark Wolfschlag  
Kelly Borrer  
Jennifer Gappa

**Board Members Absent**

Staff

Amy Hall, Director  
Chris Shea-Russell, Assistant Director  
Nicole Schuster Counsel for the HFA Board  
Deanne Hutson, Court Reporter

**II. ADOPTION OF THE AGENDA**

Motion made and seconded to adopt agenda.

**VOTE**

Jennifer Gappa/Kelly Borrer  
Motion passes 4/0/0  
Shelley Rauch  
Mark Wolfschlag  
Kelly Borrer  
Jennifer Gappa

**III. ADOPTION OF THE MINUTES FROM THE SEPTEMBER 24, 2019 MEETING**

Motion made and seconded to adopt minutes.

**VOTE**

Jennifer Gappa/Kelly Borrer

Motion passes 4/0/0  
Shelley Rauch  
Mark Wolfschlag  
Kelly Borrer  
Jennifer Gappa

#### **REPORT FOR THE ATTORNEY GENERAL'S OFFICE**

Paul Schilling appeared before the board to provide the recent number of complaints. There are currently 39 active consumer complaints. There are currently 7 open litigation files open.

#### **IV. PERSONAL APPEARANCES**

**Brockton Bennett** – Requesting to take the NAB – three failed prior attempts  
He has not had successful attempts with one section of the exam. He was asked how he plans to do things differently to prepare for the NHA part of the exam. He is no longer working with his preceptor but is working as an assistant to the administrator. He wants to retake the exam in a few months. It was recommended that he have a study partner to help him. He also requested suggested material to utilize as study material. A test prep class was recommended as well.

Motion made and seconded to allow him to take the exam a fourth and final time.

##### **VOTE**

Kelly Borrer/Shelley Rauch  
Motion passes 4/0/0  
Shelley Rauch  
Mark Wolfschlag  
Kelly Borrer  
Jennifer Gappa

**Gina Crouch** – Requesting to take the NAB exam - 3 failed prior attempts  
She has not had good study guides nor has she been in school for the past thirty years. She did take a class with Vivian Wright and is utilizing the study guides provided from the class. Currently working as a business office manager in Columbus.

Motion made and seconded to allow her to take the exam a fourth and final time

##### **VOTE**

Shelley Rauch/Jennifer Gappa  
Motion passes 4/0/0  
Shelley Rauch  
Mark Wolfschlag  
Kelly Borrer  
Jennifer Gappa

##### **Kathleen Begeman** – Reinstatement

Having problems finding classes for her reinstatement, as guided by the board. Proactive PDPM interactive webinars were suggested for her to utilize. They do schedule live sessions as well for 20 hours. Laurie Davenport can help provide her with that information.

Motion to approve and second the information provided.

##### **VOTE**

Shelley Rauch/Jennifer Gappa

Motion passes 4/0/0  
Shelley Rauch  
Mark Wolfschlag  
Kelly Borrer  
Jennifer Gappa

**John McBryant – Reinstatement**

Appeared before the board to discuss his reinstatement and the continuing education associated with his reinstatement. Twenty CEUs – ROPs, PDPM and retake the Indiana Jurisprudence Exam. Webinars are appropriate to obtain at that time as well.

Motion made and seconded to approve the above  
Kelly Borrer/Jennifer Gappa  
Motion passes 4/0/0  
Shelley Rauch  
Mark Wolfschlag  
Kelly Borrer  
Jennifer Gappa

**V. ADMINISTRATIVE HEARINGS**

**1. Patricia Nadine Slisher – Cause No: 2018HFA0006**

Petition to Withdraw from Probation

She brought in supporting documents of her quarterly reports and completed continuing education as required for per her probation. She is still working at Century Fields in Columbus.

Motion made and seconded to approve the petition for probation withdrawal since all conditions have been met.

**VOTE**

Shelley Rauch/Jennifer Gappa  
Motion passes 4/0/0  
Shelley Rauch  
Mark Wolfschlag  
Kelly Borrer  
Jennifer Gappa

**2. Matt J. Elwell – Cause No: 2012HFA0021**

Order to Show Cause / Petition to Withdraw from Probation / Petition to Surrender Practitioner's License

He ended up in the hospital after drinking too much at a football game. He has been charged for one incident – battery, intimidation of a police officer – currently F6. The request to be surrender his license is the task at hand. Surrendering his license in lieu of discipline. A license is surrendered for seven years.

Motion made and seconded to approve petition to surrender.

**VOTE**

Kelly Borrer/Shelley Rauch

Motion passes 4/0/0

Shelley Rauch

Mark Wolfschlag

Kelly Borrer

Jennifer Gappa

**3. Matthew D. Shafer – Cause No: 2018HFA0008**

Administrative Complaint / Revised Settlement Agreement

Motion made and seconded to deny the revised settlement agreement and request to go to hearing in lieu of future settlement agreements.

**VOTE**

Shelley Rauch/Kelly Borrer

Motion passes 4/0/0

Shelley Rauch

Mark Wolfschlag

Kelly Borrer

Jennifer Gappa

**4. Iyvonne M. Byers – Cause No: 2019HFA0008**

Administrative Complaint / Proposed Settlement Agreement

Respondent's Counsel did not receive notice so case is continued.

**VOTE**

Kelly Borrer/Shelley Rauch

Motion passes 4/0/0

Shelley Rauch

Mark Wolfschlag

Kelly Borrer

Jennifer Gappa

**VI. DISCUSSION ITEMS**

**1. 2020 Board Member Elections**

Motion made and seconded to keep everything as it currently is for 2020.

Kelly Borrer/Mark Wolfschlag

Motion passes 4/0/0

Shelley Rauch

Mark Wolfschlag

Kelly Borrer  
Jennifer Gappa

**2. Resolution of Delegation of Authority**

The board determined to adopt the Delegation of Authority. A motion to approve and second.

**VOTE**

Kelly Borrer/Jennifer Gappa

Motion passes 4/0/0

Shelley Rauch

Mark Wolfschlag

Kelly Borrer

Jennifer Gappa

**VII. ADJOURNMENT – Meeting adjourned at 10:38  
Motion made and seconded to adjourn**

Jennifer Gappa/Mark Wolfschlag

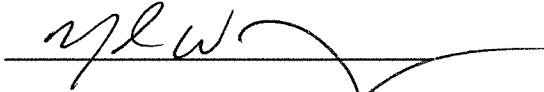
Motion passes 4/0/0

Shelley Rauch

Mark Wolfschlag

Kelly Borrer

Jennifer Gappa

A handwritten signature in black ink, appearing to read 'M. Wolfschlag', is written over a horizontal line. The signature is fluid and cursive.

**Mark Wolfschlag, Board Chair**