



**BOARD OF EXAMINERS OF NURSING CARE INSTITUTION ADMINISTRATORS AND
ASSISTED LIVING FACILITY MANAGERS**

1740 W. Adams, Suite 2490, Phoenix, Arizona 85007

(602) 364-2273 phone

Email: information@aznciboard.us

Site: www.aznciboard.us

Katie Hobbs
Governor

Jack Confer
Executive Director

Board Members

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Rebecca Hill, Member
James Steven, Member
Kelly Bojorquez, Board Member
Nina Louis, Board Member
Amy Malkin, Board Member
Mark Muir, Board Member
Annette Quinata, Board Member

**NOTICE OF VIRTUAL AND TELEPHONIC
BOARD MEMBER TRAINING, ORIENTATION AND AGENDA
February 7, 2025**

The Board's mission is to protect the health, welfare, and safety of the public who seek and use the services of nursing care institution administrators and assisted living facility managers.

Pursuant to A.R.S. § 38-431.02, **NOTICE IS HEREBY GIVEN** to the members of the State of Arizona Board of Examiners of Nursing Care Institution Administrators and Assisted Living Facility Managers ("Board") and to the general public that a quorum of Board Members may be present for a VIRTUAL AND TELEPHONIC Training Meeting on **Friday, February 7, 2025, at 9:00AM. The meeting can be accessed by utilizing the link or phone number and pin listed below:**

Google Meets: meet.google.com/kvz-ooip-oqc and/or Join by Phone: (US) +1 318-373-3926 PIN: 147 639 642#

The purpose of this meeting and quorum is for new and existing Board Members to complete mandatory training pursuant to A.R.S. § 32-3218 and receive initial or refresher training on the agenda topics listed below. The Board will not be voting or discussing any past or future agenda items during the training.

Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting Jack Confer at 602-542-8156 (or through the Arizona Relay Service at 711). Please make your request as early as possible to allow time to arrange the accommodation.

I. BOARD REVIEW AND DISCUSSION ON ANNUAL TRAINING AND NEW BOARD MEMBER ORIENTATION WITH ASSISTANT ATTORNEY GENERAL AND STAFF. REVIEW AND DISCUSSION MAY INCLUDE BUT IS NOT LIMITED TO THE FOLLOWING TRAINING SUBJECT'S BELOW:

- i. **OPEN MEETING LAW**
- ii. **CONFLICTS OF INTEREST – A.R.S. § 38-503**

- iii. **ADJUDICATION OF COMPLAINTS**
- iv. **RECUSAL(S)**
- v. **PUBLIC RECORDS**
- vi. **GUIDLELINES/PRACTICAL TIPS**

II. CALL TO THE PUBLIC

Persons who want to address the Board do not need to request permission in advance, but they do need to complete a "Request to Speak to the Board" form so that the Board is aware that they are here and that they want to speak to the Board. Each person who wants to address the Board will be given five (5) minutes to do so. However, the Board may limit the number of persons speaking on each issue to a reasonable number of persons. Pursuant to A.R.S. § 38-431.02(H), the Board can discuss or take action only on matters that are listed on the Agenda. Board action on issues that are not listed on the Agenda is limited to directing staff to study the matter or to schedule the matter for further discussion at a future Board Meeting.

VIII. FUTURE ITEMS AND MEETING DATES

February 10, 2025, March 10, 2025, April 14, 2025, May 12, 2025

IX. ADJOURNMENT



Jack Confer, Executive Director

