



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

1740 W. Adams, Suite 2490, Phoenix, Arizona 85007  
(602) 364-2374 phone

Email: [information@aznciboard.us](mailto:information@aznciboard.us)

Site: [nciboard.az.gov](http://nciboard.az.gov)

**Katie Hobbs**  
Governor

**Jack Confer**  
Executive Director

**Board Members**

Jeffrey Cook, President  
Rebecca Hill, Vice President  
James Ritch Steven, Member  
Kelly Bojorquez, Member  
Nina Louis, Member  
Amy Malkin, Member  
Annette Mendonca, Member  
Mark Muir, Member

**BOARD MEETING NOTICE AND AGENDA**

**March 10, 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 the Board will hold a regular monthly Board meeting, which is open to the public on: **Monday, March 10, 2025, Regular Board Meeting, to be held at 1740 W. Adams Street, Board Meeting Room C, Phoenix, Arizona 85007 at 9:00AM.**

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.

The Board President reserves the right to change the order of the items listed on the Agenda. Board members may be present by telephone.

During the course of the meeting, the Board, upon a majority vote of a quorum of the members, may hold an executive session for the purposes of obtaining legal advice from the Board's attorney on any matter listed on the Agenda pursuant to A.R.S. § 38-431.03(A)(3), and for the purpose of discussion or consideration of confidential material pursuant to A.R.S. § 38-431.03(A)(2). The executive session will be held immediately after the vote and will not be open to the public. As a reminder, the resident's name is confidential. You must refer to a resident by their initials or "resident."

Items that are referenced as a "Consent Agenda" may be considered as a single action unless a Board Member removes a specific item for review, discussion, and action separately from the other Consent Agenda items.

The Board will review, discuss, and may take action on the following matters listed on the agenda. The Agenda March 10, 2025, Regular Board Meeting is as follows:

**I. ROLL CALL**

**II. DECLARATION OF CONFLICTS OF INTEREST – A.R.S. § 38-503**

**III. DECLARATION OF RECUSAL(S)**

**IV. 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.

**V. REVIEW, DISCUSSION AND POSSIBLE ACTION ON APPROVAL OF MINUTES**

The Board may vote to go into Executive Session pursuant to A.R.S. § 38-431.03(A)(2) (to discuss confidential information), A.R.S. § 38-431.03(A)(3) (to receive legal advice). Board Review, Consideration and Action on Approval of Minutes

- A. Draft January 13, 2025 Regular Board Meeting Minutes
- B. Draft January 13, 2025 Executive Session Meeting Minutes
- C. Draft January 17, 2025 Virtual Legislative Subcommittee Meeting Minutes
- D. Draft February 7, 2025 Board Training & Orientation Meeting Minutes
- E. Draft February 10, 2025 Regular Board Meeting Minutes
- F. Draft February 17, 2025 Virtual Legislative Subcommittee Meeting Minutes

**VI. REVIEW, DISCUSSION AND POSSIBLE ACTION ON FORMAL ADMINISTRATIVE HEARINGS, PROPOSED CONSENT AGREEMENTS, INFORMAL SETTLEMENT CONFERENCES OR MOTIONS TO DEEM ALLEGATIONS ADMITTED:**

The Board may vote to go into Executive Session pursuant to A.R.S. § 38-431.03(A)(2) (to discuss confidential information), A.R.S. § 38-431.03(A)(3) (to receive legal advice).

- A. Mark Lawrence      2024-NCI-0267      9:00 AM

**VII. REVIEW, DISCUSSION AND POSSIBLE ACTION ON ADMINISTRATOR LICENSURE AND MANAGER CERTIFICATION**

The Board may vote to go into Executive Session pursuant to A.R.S. § 38-431.03(A)(2) (to discuss confidential information), A.R.S. § 38-431.03(A)(3) (to receive legal advice).

Individual Board Review, Consideration and Action on Applicants Temporary and/or Permanent Administrator License or Manager Certificate. If approved, pending passing all required examinations within the substantive timeframe or the license or certificate will be denied.

**VIII. CONSENT AGENDA ITEMS: REVIEW, DISCUSSION AND POSSIBLE ACTION ON COMPLAINT CASE REVIEWS**

The Board may vote to go into Executive Session pursuant to A.R.S. § 38-431.03(A)(2) (to discuss confidential information), A.R.S. § 38-431.03(A)(3) (to receive legal advice). The name of a Resident is confidential information. In public session, the Board members, staff, and the licensee should refer to the Residents as “Resident” or use the Resident’s initials. The Board may block vote as desired.

Consent agenda items may be considered as a single action or block vote. The Board may remove an item from the consent agenda for discussion. For items in agenda section (A), (B) and (C) the Board may review, discuss and take possible action on the below listed matter(s) and on previously offered proposed consent agreements. Action may include, but is not limited to, acceptance, rejection, or modification and reoffering of the previously offered consent agreement. Action may also include the request to appear at a future meeting. Items in section (A), (B) and (C) may also be considered as a single action or block vote.

A. Staff Recommendation for Disciplinary Consent Agreement(s). Action may also include Summary Suspension of the license or certificate, the Issuance of a Letter of Concern, or Dismissal, in any of the following cases:

- 1. Nathan Koford 2024-NCI-0488
- 2. Kelly Masengale 2024-NCI-0606
- 3. Melissa Waterfall 2024-NCI-0607
- 4. Patty A. Ryckman 2024-NCI-0609
- 5. Dina Bata Arguillo 2024-NCI-0610
- 6. Matthew Sirbu 2024-NCI-0612
- 7. Robert Ansah 2024-NCI-0624
- 8. Maria Flores 2024-NCI-0650
- 9. Christopher Didde-Esteban 2024-NCI-0654
- 10. Norma Chacon 2024-NCI-0664

Consent Agreement(s) signed prior to meeting

- 11. Freda Thompson 2024-NCI-0530
- 12. Grace Leathers 2024-NCI-0545 & 2024-NCI-0035
- 13. Gabriela Salazar 2024-NCI-0595
- 14. Jared Ogoti 2024-NCI-0597
- 15. Julianne Flammer 2024-NCI-0615
- 16. Raluca Lacramioara Gocan 2024-NCI-0620
- 17. Oscar Alvarez 2024-NCI-0630
- 18. Ubaldina Trejo 2024-NCI-0640
- 19. Avigale Plana 2024-NCI-0513

B. Staff Recommendation for Non-Disciplinary Letter of Concern(s). Action may include rejection of the recommendation and the Offer of a Disciplinary Consent Agreement, in any of the following cases:

- |                          |               |
|--------------------------|---------------|
| 1. Carl Briongos         | 2024-NCI-0604 |
| 2. Ma. Vincenta Calderon | 2024-NCI-0633 |
| 3. Tanisha Sanchez       | 2024-NCI-0636 |
| 4. Joseph Tytler         | 2024-NCI-0657 |
| 5. Analyn Serenio        | 2024-NCI-0662 |

C. Staff Recommendation for Dismissal(s). Action may include rejection of the recommendation and the Issuance of a Letter Concern or Offer of a Disciplinary Consent Agreement, in any of the following cases:

- |                              |               |
|------------------------------|---------------|
| 1. BettyJean Love Youngblood | 2024-NCI-0365 |
| 2. Nathan Koford             | 2024-NCI-0371 |
| 3. Nathan Koford             | 2024-NCI-0628 |
| 4. Nathan Koford             | 2024-NCI-0629 |
| 5. Rosella Lind              | 2024-NCI-0605 |
| 6. Aca Komerdelj             | 2024-NCI-0608 |
| 7. Lynell Arroyo             | 2024-NCI-0616 |
| 8. Chamberlin Neff Jr.       | 2024-NCI-0617 |
| 9. Linda Ozarchevici         | 2024-NCI-0618 |
| 10. Angel Walkosz            | 2024-NCI-0619 |
| 11. Keith Boal               | 2024-NCI-0621 |
| 12. Sandra Bestic            | 2024-NCI-0622 |
| 13. Valerie Hunter           | 2024-NCI-0623 |
| 14. Camis Tamas              | 2024-NCI-0631 |
| 15. Ryan Hendrickson         | 2024-NCI-0632 |
| 16. Elisabeta Johnson        | 2024-NCI-0634 |
| 17. Lucia Ardelean           | 2024-NCI-0635 |
| 18. Jesusa Klein             | 2024-NCI-0639 |
| 19. Erin Masterson           | 2024-NCI-0641 |
| 20. Daniela Mitrovic         | 2024-NCI-0642 |
| 21. Gina Williams            | 2024-NCI-0645 |
| 22. Talida Belbe             | 2024-NCI-0649 |
| 23. Krystal Saucedo          | 2024-NCI-0651 |
| 24. Dale Prentiss            | 2024-NCI-0660 |
| 25. Lisa Perez               | 2024-NCI-0665 |
| 26. Dannis Murphy            | 2024-NCI-0666 |

**IX. EXECUTIVE DIRECTOR POSITION-ANTICIPATED RETIREMENT**

Upon a vote of the majority of a quorum, the Board may vote to go into Executive Session pursuant to ARS § 38-431.03(A)(3) (receive legal advice), ARS § 38-431.03(A)(2) (discuss confidential information) and ARS § 38-431.03(A)(1) (discuss personnel matters).

- A. Board to review, discuss, and take possible action on Director John “Jack” Confer’s notice of retirement and to begin the process to hire for the Executive Director Position. Action may include, but is not limited to directing staff to work with ADOA to post the position or hire directly, accept candidate resumes for review, and/or creating a committee for the purposes of reviewing candidates and making recommendations to the Board.

**X. EXECUTIVE DIRECTOR REPORT**

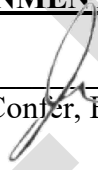
Board to review, discuss and possibly take action on the following items:

- A. Budget Update, Licensing, Probation & Investigation Statistics (Possible Discussion & Consideration)
- B. Legislation, HB2183 Nursing Care; Assisted Living; Board (Possible Discussion, Vote and/or Direction to Staff)
- C. Review, Consideration & Possible Action to Create, Accept, Reject, or Modify the a NCIA Board Drug Free Workplace Policy (Possible Discussion, Consideration and Vote)
- D. ADHS' DRAFT Alzheimer's Disease State Plan (Possible Review, Consideration, Board Member Appointment and/or Vote)

**XI. FUTURE ITEMS AND MEETING DATES**

April 14, 2025, May 12, 2025, June 9, 2025

**XII. ADJOURNMENT**

  
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Jack Confer, Executive Director

