



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

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Executive Director

Board Members

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Nina Louis, Vice President

Ken Kidder, Member

Fred Randolph, Member

Melanie Seamans, Member

Pauline Campbell, Member

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AGENDA
REGULAR MEETING

December 9, 2019

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: **December 9, 2019, Regular Board Meeting, to be held at 1740 W. Adams Street, Board Meeting Room C, Phoenix, Arizona 85007 at 9:00 A.M.**

Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting Allen Imig at 602-364-2273 (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 except for matters scheduled at a specific time. This agenda is subject to change up to 24 hours prior to the meeting. 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 may hold an executive session on Agenda items 4-10 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 for the December 9, 2019 Regular Board Meeting is as follows:

1. CALL TO ORDER

2. ROLL CALL

3. 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.

4. 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).

A. Board Review, Consideration and Action on Approval of Minutes

1. November 12, 2019 Regular Board Meeting Minutes

5. FORMAL ADMINISTRATIVE HEARINGS, MOTION TO DEEM ALLEGATIONS ADMITTED, OR PROPOSED CONSENT AGREEMENTS

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. Formal Administrative Hearings or Proposed Consent Agreements.

2.	Austin, Danielle	19-36	Motion to Deem
3.	Wilbanks, Brian	19-37 and 19-38	Motion to Deem
4.	Boado, Elizabeth	18-218 and 19-54	Formal Hearing
5.	Chua, Winsome	19-111	Proposed Consent Agreement

6. COMPLAINT CASE

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.

A. Consent Agenda to not open a complaint investigation on the facility manager that is related to an ADHS enforcement action.

	Facility Name
6.	Adagio Gardens Central LLC
7.	Arrowhead Lakes Adult Home Care
8.	Betania Care Home
9.	Carlton Village 3
10.	Casas Chapala
11.	Constant Care Assisted Living
12.	Emerald Glen Memory Care Plus
13.	Gracious Haven Edgemont
14.	Janet's Assisted Living Home

- 15. Kingman Christian Care
- 16. Spring Valley
- 17. The Retreat at Desert Cove
- 18. Valley Vista Home Care
- 19. Zaweah Luxury Living

B. Board Review, Consideration and Action regarding new complaints:

	Complaint #	Licensee	Title	Open Date
20.	19-150	Micula, Daniela	Manager	11/07/19
21.	19-132	Damaso, Johanna	Manager	10/07/19
22.	19-122	Radder, Belinda	Manager	09/24/19
23.	19-120	Gordon, Erna	Manager	09/23/19
24.	19-118	Woelke, Patricia	Manager	09/23/19
25.	19-141	Woelke, Patricia	Manager	10/24/19
26.	19-128	Carp, Liliana	Manager	10/01/19
27.	19-135	Telan, Roberto	Manager	10/11/19
28.	19-108	Sanchez, Patricia	Manager	09/23/19
29.	19-116	Reilly, Elvira	Manager	09/20/19
30.	19-123	Plana, Avigale	Manager	09/24/19
31.	19-137	Meyer, Jenna	Manager	10/11/19
32.	19-136	Grozov, Elaine	Manager	10/11/19
33.	19-131	Vancea, Peter	Manager	10/04/19
34.	19-138	Gunnell, Marcia	Manager	10/15/19

C. Board Review, Consideration and Action on Whether to Open a Complaint on Long Term Care Facility Administrator Related to an ADHS Survey

- 35. Casas Adobes Post Acute Rehab Center
- 36. Desert Blossom Health & Rehab Center
- 37. Mountain View Manor

D. Board Review, Consideration and Action on Whether to Open a Complaint on Facility Manager, Related to an ADHS Survey

- 38. Courtyard Towers
- 39. Kossy Kare Assisted Living, LLC
- 40. Park Senior Villas at La Canada – Villa G
- 41. Park Senior Villas at La Canada – Villa M

E. Board Review, Consideration and Action to Close Complaint Investigation

- 42. 19-133 Ham, Matthew Administrator 10/7/19

7. **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).

- A. Consent Agenda to approve temporary administrator licenses, permanent administrator licenses, temporary manager certificates, permanent manager certificates, pending passing all required examinations within the substantive time frame or the license or certificate will be denied.

43. Temporary Administrator Licenses

None			
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Permanent Administrator Licenses

Troyer, John	Wilson, Mariana		
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Temporary Manager Certificates

None			
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Permanent Manager Certificates

Smith, Joyce	Houf, Andra	Malloy, Kenneth	Wilsey, Roberta
Laguna, Michelle	Miller, Darlene	Mensing, Raymond	Patterson, Hilary
Owens, Audra			

- B. 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 time frame or the license or certificate will be denied.

44. None

8. **ASSISTED LIVING FACILITY TRAINING PROGRAMS**

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. Consent Agenda to Approve Assisted Living Facility Caregiver and Manager Training Programs and Renewals of Assisted Living Facility Caregiver and Manager Training Programs.

45. Assisted Living Facility Caregiver Training Program

None	
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Assisted Living Facility Manager Training Program

Academy for Caregiving Excellence	
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Assisted Living Facility Caregiver Training Program Renewal

Arizona LeadingAge Caregiver Training ALCTP-0061	Caregivers of Arizona Redefining Education for Elders – ALCTP-0080
Assisted Living Licenses Certificates & Training – ALCTP-0011	

Assisted Living Facility Manager Training Program Renewal

Yavapai Community College ALMTP-0015	Caregivers of Arizona Redefining Education for Elders – ALMTP-0020
Assisted Living Licenses Certificates & Training – ALMTP-0011	

9. OTHER BUSINESS

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. Consent Agenda to Approve Board Policies and Procedures

- 46. Initial Nursing Care Institution Administrator Licensing
- 47. Initial Assisted Living Facility Manager Certification
- 48. Renewal of License or Certificate
- 49. Initial Application - Manager and Caregiver Training Programs
- 50. Renewal of Manager or Caregiver Training Program
- 51. ADHS Survey and Enforcement Review Process

B. Review, Consideration, and Possible Action Regarding Executive Director's Performance and Compensation.

Pursuant to A.R.S. §38-431.03 (A)(1), the Board may vote to go into executive session, which will not be open to the public, for discussion and consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation as it relates to this agenda item.

10. ADMINISTRATIVE MATTERS

The following items concern administrative matters and are provided for informational purposes. The Board may review and discuss the following matters.

- 52. Financial Reports
- 53. Complaints Status Report
- 54. Licensing Report
- 55. Legislation Update
- 56. Rules Update
- 57. Training Program Report
- 58. Board Appointments
- 59. Board Meeting Critique

11. FUTURE AGENDA ITEMS AND MEETING DATES

The next regular meeting of the Board will be held on Monday, January 13, 2020 at 1740 W. Adams, Board Meeting Room C, Phoenix, Arizona, at 9:00 a.m.

12. ADJOURNMENT