

**IDAHO BOARD OF EXAMINERS OF NURSING HOME ADMINISTRATORS**  
**Bureau of Occupational Licenses**  
700 West State Street, P.O. Box 83720  
Boise, ID 83720-0063

**Board Meeting Minutes of 3/15/2011**

**BOARD MEMBERS PRESENT:** James L. Roberts - Chair  
Keith Holloway  
Jonathan Paine

**BOARD MEMBERS ABSENT:** Zendi Fae-Hansen Meharry  
Cathy Hart

**BUREAU STAFF:** Tana Cory, Bureau Chief  
Dawn Hall, Administrative Support Manager  
Lori Peel, Investigative Unit Manager  
Karl Klein, Administrative Attorney  
Eric Nelson, Prosecuting Attorney  
Janice Wiedrick, Technical Records Specialist

**OTHERS PRESENT:** Kathy Brink, Administrator  
Robert Vande Merwe, Idaho Health Care Ass.  
Dave Hosmer, Investigator, IBOL

The meeting was called to order at 9:00 AM MDT by James L. Roberts.

**APPROVAL OF MINUTES**

Dr. Paine moved to approve the minutes of December 2, 2010 and January 13, 2011. Mr. Holloway seconded, motion carried.

**LEGISLATIVE REPORT**

Ms. Cory reported the new rules are close to being signed and effective.

**FINANCIAL REPORT**

Ms. Hall presented the financial report showing a balance of \$56,266.22.

**DISCIPLINARY COMPLAINTS**

Mr. Nelson presented the MEMORANDUM For Recommended Action on Disciplinary Complaints to the Board for review.

Case Number NHA-2010-1

Mr. Holloway moved to send a warning letter to include possible sanctions if actions are related to deceit or fraud. Mr. Paine seconded, motion carried.

## **INVESTIGATIONS**

Ms. Peel presented investigations for Board review.

NHA-2010-1

Dr. Paine moved to authorize closure. Mr. Holloway seconded, motion carried.

NHA-2011-1

Mr. Holloway moved to authorize closure. Dr. Paine seconded, motion carried.

## **NEW BUSINESS**

### **SAFE HAVEN HOSPITAL**

Ms. Brink presented a continuing education approval request from Safe Haven Hospital for six one-hour courses from January 2011 through June 2011.

Dr. Paine recused himself.

Mr. Holloway moved that lacking a quorum, the discussion be tabled until the next meeting. Mr. Roberts seconded, motion carried.

### **QUALIS HEALTH**

A continuing education approval request from Qualis Health for three teleconferences from April 2011 through June 2011 was reviewed by the Board.

Dr. Paine moved to approve the courses from Qualis Health for continuing education. Mr. Holloway seconded, motion carried.

### **NAB**

Dr. Paine moved to send James Roberts to the spring National Association of Long Term Care Administrator Boards meeting in Chicago, and approve the expenses. Mr. Holloway seconded, motion carried.

## **EXECUTIVE SESSION**

Mr. Holloway moved that the Board enter executive session, under Idaho Code 67-2345(1)(d), to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the executive session is to consider: license application materials, continuing education audit reports, and CE for reinstatement of licenses. Dr. Paine seconded. Votes: Mr. Roberts, aye; Mr. Holloway, aye; and Dr. Paine, aye. Motion carried.

Dr. Paine moved to come out of executive session. Mr. Holloway seconded.  
Votes: Mr. Roberts, aye; Mr. Holloway, aye; and Dr. Paine, aye. Motion carried.

### **APPLICATION**

Dr. Paine moved to approve the AIT program for Catherine Lorena Vilgos. Mr. Holloway seconded, motion carried.

### **CONTINUING EDUCATION FOR REINSTATEMENT OF LICENSES**

Mr. Holloway moved to approve all continuing education documents for reinstatement of licenses. Dr. Paine seconded, motion carried.

### **CONTINUING EDUCATION AUDIT**

Mr. Holloway moved to approve all continuing education audit reports. Dr. Paine seconded, motion carried.

### **NEXT MEETING**

June 16, 2011 at 9:00 a.m. MDT.

### **ADJOURNMENT**

Mr. Holloway moved to adjourn the meeting at 10:30 a.m. Dr. Paine seconded, motion carried.

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James L. Roberts, Chair

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Zendi Fae-Hansen Meharry

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Keith Holloway

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Cathy Hart

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Jonathan Paine

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Tana Cory, Bureau Chief