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**DEPARTMENT OF HEALTH
MEDICAL QUALITY ASSURANCE
BOARD OF NURSING HOME ADMINISTRATORS**

**MINUTES – DRAFT
GENERAL BUSINESS MEETING
By Telephone Conference**

December 19, 2013

General Board Business started: 3:00 p.m.

CALL TO ORDER:

Mr. Bill Miller, Executive Director, called the meeting to order at 3:00 p.m. Those present for all or part of the meeting included the following:

MEMBERS PRESENT:

Chantelle Fernandez, MBA, NHA
Henry Gerrity, III, NHA
Scott Lipman, MHSA, NHA
Patricia Feeney, RN, BSN, HCRM
Christine Hankerson, MSN, MS/P, Ph.D., RN
Michael Helmer, BA
Tom Schroepfel, BA

STAFF PRESENT:

Bill Miller, Board Executive Director
Sharon Guilford, Program Operations Administrator

BOARD COUNSEL:

Lawrence Harris, Assistant Attorney General
Office of Attorney General

Mr. Miller stated that the board would need to elect officers.

ELECTION OF OFFICERS:

Chair

Mr. Miller requested for nomination. He announced the members for nomination were Mr. Helmer, Mr. Gerrity, and Mr. Lipman.

Mr. Miller called for the vote with Mr. Gerrity being elected as chair.

Vice – Chair

Mr. Gerrity requested for nomination. He announced the members for nomination were Mr. Helmer and Mr. Lipman.

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2 Mr. Gerrity called for the vote with Mr. Lipman being appointed as vice-chair,
3 unanimously.

4
5 **COMMITTEE ASSIGNMENTS**

6
7 The following committee assignments were made:

8
9 **AIT/PRECEPTOR** - Chantelle Fernandez, Henry Gerrity, Scott Lipman

10 **BUDGET** - Michael Helmer

11 **CREDENTIALS** - Scott Lipman

12 **HEALTH WEIGHT** - Christine Hankerson

13 **PROBABLE CAUSE** - Terry Goodman, Chair*, Tom Schroepel

14 **CONTINUING EDUCATION** - Patricia Feeney

15 **DISCIPLINARY COMPLIANCE** - Christine Hankerson

16 **LEGISLATION** - Michael Helmer

17 **RULES** - Patricia Feeney

18 **UNLICENSED ACTIVITY** - Tom Schroepel

19
20 **RECONSIDERATION OF FINAL ORDERS**

21
22 Mr. Harris provided an overview of the previous board's action taken at the October 11,
23 2013, board meeting. He recommended that the board reconsider several
24 applications/final orders regarding the documentation provided to qualify under the one
25 year executive management experience.

26
27 Discussion ensued.

28
29 **Ms. Hankerson moved to reconsider the four applications/final orders that were**
30 **addressed at the October 11, 2013, board meeting. The motion was seconded and**
31 **carried 7/0.**

32
33 Mr. Harris requested the board to hold a Telephone Conference Call to reconsider the
34 four applications/final orders prior to December 31, 2013.

35
36 **Ms. Feeney moved to hold a Telephone Conference Call prior to December 31, 2013.**
37 **The motion was seconded and carried 7/0.**

38
39 **NEXT MEETING DATE – January 31st – Orlando**

40
41 **ADJOURNMENT:**

42 The meeting was adjourned at 4:05 p.m.