

BOARD OF LONG TERM CARE ADMINISTRATION

JULY 8, 2020

10:00 am to 12:00 pm

MEETING MINUTES

Virtual Meeting Notice

Due to the COVID-19 pandemic, all board meetings were held virtually during the declared public health emergency.

Information on how to access the public portion of the meeting is listed below:

This meeting was available by Web

<https://dcnet.webex.com/dcnet/j.php?MTID=m2b72fb8b3db90f64385c42b549813954>

This meeting was available by Phone

Call in Number: 1-650-479-3208 Call-in toll number (US/Canada)

Access Code: 160 019 7343

**BOARD OF LONG TERM CARE ADMINISTRATION
OPEN SESSION MINUTES
JULY 8, 2020**

	<p><u>Roll Call</u> Keysha Dale, Chairperson B. Michelle Harris Shawntelle Nesmith</p> <p><u>Staff:</u> Frank Meyers, Associate Director Aisha Nixon, Executive Director Ajay Gohil, Board Attorney Fatima Abby, Health Licensing Specialist Deb Moss, Investigator Nija Chappel, Legal Intern Ji Young Anh, Legal Intern</p> <p><u>Visitor:</u> Dallas Salisbury</p>	
OS-0708-01	<p><u>OPEN SESSION AGENDA</u></p> <p><u>Board Action:</u> Acceptance of Agenda for July 08, 2020 Open Session Meeting.</p> <p><u>Motion:</u> Motion made by Dr. Harris to accept the July 8, 2020 Open Session Agenda. Seconded by Ms. Nesmith.</p> <p>Ms. Dale, Dr. Harris, Ms. Nesmith voted in favor of the motion. The motion passed unanimously.</p>	
OS-0708-02	<p><u>OPEN SESSION MINUTES</u> Consideration of the Open Session Minutes from the January 24, 2020 meeting.</p> <p><u>Motion:</u> Motion made by Dr. Harris to approve the Open Session minutes from the January 24, 2020 meeting. Seconded by Ms. Nesmith.</p> <p>Ms. Dale, Dr. Harris, Ms. Nesmith voted in favor of the motion. The motion passed unanimously.</p>	

<p>OS-0708-03</p>	<p><u>BOARD/DEPARTMENT'S REPORT</u></p> <p><u>EXECUTIVE DIRECTOR'S REPORT</u></p> <p>Ms. Nixon gave updates on the following items:</p> <ul style="list-style-type: none">• <u>Licensure Census</u>: There are 50 active licensees (All 50 active licensees were also renewed)• The staff of the Boards have been working remotely since the end of March. Board meetings are held remotely which started as of the end of April 2020.• Updates on the DC Health's licensure waiver for healthcare practitioners who hold a license in good standing in another jurisdiction and working at a licensed DC healthcare facility or providing continuity of healthcare services to existing patients. It set to expired on July 24, 2020.• Updated on the inter-professional group who are working with some of the Board chairs.• DC Health Regulations and Licensing Administration (HRLA) has gone under new changes. New Executive will be hired and will take over 6 of the Allied and Behavioral Health Boards and the Board of Dentistry.• <u>Renewal</u>: The telework process did not affect the nursing home administrators' renewal. The NHAs are currently under the 60 days grace period which will end on August 31, 2020. <p><u>BOARD ATTORNEY'S REPORT</u></p> <p>AAG Ajay indicated that if there is any statue that would affect the nursing home administrators or assisted living administrators then he would inform the Board.</p> <p>Assistant General Attorney, Van Brathwaite passed away. Mr. Brathwaite provided legal guidance and support to the Health Regulation and Licensing Administration and various board including the Long Term Care Administration board.</p> <p><u>CHAIRPERSON'S REPORT</u></p>	
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	<p>Ms. Keysha Dale submitted a request to extend the deadline of the 2020 continuing education requirements from June 30, 2020 to until August 31, 2020.</p> <p><u>Motion:</u> Motion made by Dr. Harris to extend the continuing education deadline requirement to August 31, 2020. Ms. Nesmith seconded that motion. The CEs will be allowed for extension until August 31, 2020. Ms. Dale, Dr. Harris, Ms. Nesmith voted in favor of the motion. The motion passed unanimously.</p> <p><u>NHA Audit:</u></p> <p><u>Motion:</u> Motion made by Ms. Nesmith to audit five (5%) percent of the Nursing Home Administrators that renew. Dr. Harris seconded that motion. Ms. Dale, Dr. Harris, Ms. Nesmith voted in favor of the motion. The motion passed unanimously.</p>	
OS-0708-04	<p><u>FAQs For Nursing Home Administrators</u></p> <p><u>Board Action:</u> The Board is to review and provide their recommendation and feedback.</p> <p><u>Motion:</u> No motion and no recommendation were provided.</p>	
OS-0708-05	<p><u>Workforce Survey</u></p> <p><u>Board Action:</u> The Board is to review and provide the core questions that are particularly important to the nursing home administrators and special topic questions that may change.</p> <p><u>Background:</u> The Office of Health Professional Boards is moving in direction of creating uniformity and standard processes across the various</p>	

	<p>boards. One of the things that they hope to implement is a Workforce Survey for all of the Boards. The survey includes core questions that will be asked by all boards on a continuous basis (every renewal).</p> <p><u>Motion:</u> No motion was made by the Board.</p> <p>Mr. Frank Meyers, Associate Director, provided an overview of the purpose of the survey. He indicated that this survey workforce will provide the District the overall practitioners information, identify possible gaps, and increase practitioners in some area if needed. The DC Health will like to share the core data and look at the healthcare in the District. The Board members will be reviewing this and will provide some feedback.</p>	
<p>OS-0708-06</p>	<p><u>Assisted Living Administrators (ALA) Rulemaking- Review of New Rulemaking and Public Comments:</u></p> <p><u>Board Action:</u> The Board is to review and discuss the revised ALA rulemaking.</p> <p><u>Background:</u> The proposed ALA rules were opened to public comments. There are 2 Guardant letters included - one with the board attorney’s response and the other one is the comment from the public.</p> <p>In October 2019, the Board addressed the comments from the public. The attorney for the Board has made updates to the ALA rules to address the public comments received.</p> <p><u>Motion:</u> Mr. Dallas Salisbury, public visitor, requested if the Board does not offer a grandfathering option. In addition, the Board includes a section that a licensed individual must take a NAB National and District Examinations. Mr. Salisbury emphasized the importance of the licensee’s knowledge of the required law and the regulations of the District of Columbia.</p> <p>Motion made by Ms. Nesmith to accept the second proposed ALA Rulemaking. Seconded by Dr. Harris.</p> <p>Ms. Dale, Dr. Harris, Ms. Nesmith voted in favor of the motion. The motion passed unanimously.</p>	

<p>OS-0708-07</p>	<p><u>NAB CE Registry</u></p> <p><u>Board Action:</u> The Board is to review and decide whether or not to sign up for the NAB CE Registry access and use it for future audit.</p> <p><u>Background:</u> The NAB CE Registry is complimentary for those individuals who are long term care administrators licensed by a NAB member board.</p> <p>The CE Registry will allow you to track CEs approved by NAB’s National Continuing Education Review Service (NCERS) and non-NCERS approved CEs. NAB member boards have access to the CE Registry of individuals who indicate they are licensed by their board. According to NAB CE Registry there is no need to release or forward the CEs unless the state licensing board has indicated otherwise. The DC Board has not signed up for access to the CE Registry.</p> <p><u>Motion:</u> Motion made by Ms. Nesmith to accept the NAB CE Registry. Seconded by Dr. Harris.</p> <p>Ms. Dale, Dr. Harris, Ms. Nesmith voted in favor of the motion. The motion passed unanimously.</p>	
<p>OS-0708-08</p>	<p><u>Motion to Close</u></p> <p><u>Board Action:</u> To go into closed session to discuss confidential matters as permitted in DC Official Code § 2-575(b).</p> <p>The next meeting of the Board is scheduled for <u>October 14, 2020</u> at <u>10AM</u>.</p> <p><u>Background:</u> At the end of the open session board meeting the chairperson read the following: “Upon conclusion of the open session meeting pursuant to the DC Official Code 2-575B and for the purposes set forth therein, the Board moved into the closed executive session portion of the meeting to consult with the Board attorney, discuss</p>	

	<p>disciplinary matters and hear reports concerning violations of the law or regulations.”</p> <p><u>Motion:</u> Motion made by Dr. Harris to close the open session. Seconded by Ms. Nesmith. Ms. Dale, Dr. Harris, Ms. Nesmith voted in favor of the motion. The motion passed unanimously.</p>	
OS-0708-09	<p><u>Motion to Adjourn</u></p> <p><u>Board Action:</u> To adjourn the meeting.</p> <p><u>Background:</u> At the end of every meeting, a motion to adjourn must be made in open session to close out the business of the Board.</p>	

This meeting is governed by the Open Meetings Act. Please address any questions or complaints arising under this meeting to the Office of Open Government at opengovoffice@dc.gov.

This ends the Open Session Minutes.

The next meeting of the Board is scheduled for **October 14, 2020** at **10:00 am**.