

## **DC BOARD OF LONG TERM ADMINISTRATION**

### **MEETING MINUTES**

**899 North Capitol St. NE – 2nd Floor  
Washington, DC 20002**

**April 10, 2019**

**10:00 am - 12:00 pm**

Call to Order: 10:18 am

| <b>OPEN SESSION</b> |   |
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|                     | <p><b><u>ROLL CALL</u></b></p> <p><b><u>Board Members:</u></b><br/>Keysha Dale, Chairperson, Shawntelle Nesmith, Board Member, Michelle Harris, Board Member and Toya Carmichael, Board Member.</p> <p><b><u>Staff:</u></b><br/>Frank Meyers, Executive Director (ED) substituting for Interim ED, Panravee Vongjaroenrat, Attorney, Fatima Abby, Licensing Specialist, Deb Moss, Investigator, and Gregory Scurlock, Compliance Officer.</p>   |
| <b>OS-0410-01</b>   | <p><b><u>OPEN SESSION MINUTES</u></b></p> <p>Consideration of the Open Session Minutes of the January 9, 2019 meeting.</p> <p><b>Motion:</b><br/>Motion made by Ms. Nesmith to approve the minutes. Seconded by Ms. Harris.</p> <p>Ms. Dale, Dr. Harris, Ms. Carmichael, and Ms. Nesmith voted in favor of the motion. The motion passed unanimously.</p>   |
| <b>OS-0410-02</b>   | <p><b><u>BOARD/DEPARTMENT’S REPORT</u></b></p> <p style="text-align: center;"><b>A. EXECUTIVE DIRECTOR’S REPORT</b></p> <p style="padding-left: 40px;"><b>a. New Interim Executive Director</b><br/>Ms. Aisha Nixon has been named new Interim Executive Director.</p> <p style="padding-left: 40px;"><b>b. Licensure Census</b><br/>Currently there are sixty-one (61) active licensees.</p> <p style="padding-left: 40px;"><b>c. NAB 2019 Annual Meeting</b><br/>The NAB 2019 Annual Meeting is scheduled for June 12 – 14, in Charleston, SC. NAB will cover the cost for the Board chairperson, but District government will cover one (1) other person. If the Board has already designated a board member to attend the meeting, they can work with Fatima to schedule the travel.</p> <p style="text-align: center;"><b>B. BOARD ATTORNEY’S REPORT</b></p> |

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|                          | <p><b>i. Rulemaking Updates</b></p> <p>The Board Attorney informed the Board of updates on the following regulations:</p> <ul style="list-style-type: none"> <li><b>i.</b> The Assisted Living Administrator’s rulemaking is still with the Mayor’s office. The Board Attorney is unsure of why these regulations are taking so long, but will update once they move.</li> <li><b>ii.</b> The Home Health Care Administrators rulemaking subcommittee needs to meet. Board staff will be in contact to setup the next meeting.</li> </ul> <p><b>C. CHAIRPERSON’S REPORT</b></p> <p><b>i. DC Health Care Association</b></p> <p>The DC Health Care Association (DCHCA) is meeting in June. The Board Chairperson recommended the Board participate at the fair as a vendor.</p>                |  |
| <p><b>OS-0410-03</b></p> | <p><b><u>ADJOURNMENT</u></b></p> <p>The next meeting of the Board is scheduled for July 10, 2019 at 10 am.</p> <p><b>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 will move into the closed executive session portion of the meeting to consult with the Board attorney, discuss disciplinary matters and hear reports concerning violations of the law or regulations.</b></p> <p><b>Motion:</b></p> <p>Motion by Ms. Carmichael to go into closed session. Seconded by Ms. Nesmith.</p> <p>Ms. Dale, Dr. Harris, Ms. Carmichael, and Ms. Nesmith voted in favor of the motion. The motion passed unanimously.</p> |  |

**This ends the Open Session Minutes**