

The Virginia Board of Long-Term Care Administrators convened for a full board meeting on Friday, September 9, 2022, at the Department of Health Professions, Perimeter Center, 9960 Mayland Drive, 2nd Floor, Board Room #2, Henrico, Virginia.

BOARD MEMBERS PRESENT:

Martha Hunt, ALFA, Chair
Kimberly Brathwaite, ALFA
Mitchell Davis, NHA
Pamela Dukes, MBA, Citizen Member
Ali Faruk, MPA, Citizen Member
Jenny Inker, MBA, Ph.D., ALFA
Lisa Kirby, NHA
Ann Williams, Ed.D., Citizen Member

BOARD MEMBERS NOT PRESENT:

Ashley Jackson, MBA, NHA, Vice-Chair

DHP STAFF PRESENT FOR ALL OR PART OF THE MEETING:

Erin Barrett, Senior Policy Analyst
Christina Buisset, HPMP Manager & Executive Services Manager
Sarah Georgen, Licensing and Operations Manager
Kelley Palmatier, Deputy Executive Director
Amy Ressler, LCSW, Administrative Director, VCU HPMP Leadership
Corie E. Tillman Wolf, Executive Director

OTHER GUESTS PRESENT

Judy Hackler, Virginia Assisted Living Association
Dana Parsons, LeadingAge Virginia
Ben Traynham, Hancock, Daniel, & Johnson, P.C.

CALL TO ORDER

Ms. Hunt called the meeting to order at 10:33 a.m. and asked the Board members and staff to introduce themselves.

With eight board members present at the meeting, a quorum was established.

Ms. Hunt read the mission of the Board, which is also the mission of the Department of Health Professions.

Ms. Hunt provided reminders to the Board members and audience regarding microphones, computer agenda materials, and breaks.

Ms. Tillman Wolf then read the emergency egress instructions.

APPROVAL OF MINUTES

Ms. Hunt opened the floor to any edits or corrections regarding the draft minutes for the Board meeting held on June 30, 2022. With no edits or corrections, the minutes were approved as presented.

ORDERING OF THE AGENDA

Ms. Tillman Wolf noted that Ms. Ressler, LCSW, would be present to provide the HPMP Presentation with Ms. Buisset. Upon a **MOTION** by Mr. Davis, properly seconded by Ms. Brathwaite, the Board voted to accept the agenda as presented. The motion passed unanimously (8-0).

PUBLIC COMMENT

There was no public comment.

AGENCY REPORT – David E. Brown, DC, Director

Dr. Brown provided updates regarding technology updates in the conference center.

Dr. Brown announced that all Executive Branch entities had been tasked with initiating the regulatory process to reduce by at least 25 percent the number of regulations not mandated by federal or state statutes.

Dr. Brown reported on the Health Practitioners' Monitoring Program (HPMP), which is an alternative to disciplinary action for qualified healthcare practitioners with a substance use diagnosis or mental health or physical diagnosis that may alter their ability to practice their profession safely. Dr. Brown stated that he was pleased to see that the HPMP presentation had been included in the Board's agenda.

With no questions, Dr. Brown concluded his report.

PRESENTATION

Health Practitioners Monitoring Program – Christina Buisset, HPMP Manager & Executive Services Manager, and Amy Ressler, LCSW, Administrative Director, VCU HPMP Leadership

Ms. Buisset and Ms. Ressler provided an overview of the Health Practitioners' Monitoring Program.

STAFF REPORTS

Executive Director's Report – Corie E. Tillman Wolf, J.D., Executive Director

Board Updates

Ms. Tillman Wolf provided updates regarding Board staff and that Heather Wright would be resuming her role as Licensing Manager for the Board. She reported on participation in workgroups on behalf of the Board, including the Chapter 559 Workgroup through the Secretary of Health and Human Resources (study of current oversight and regulation of nursing homes, assisted living facilities, and other congregate living settings), and the Chapter 112 Workgroup convened by the Virginia Department of Health regarding recommendations on regulations/protocols for connecting patients receiving rehabilitation services to necessary follow-up care. Ms. Tillman Wolf reported that she provided assistance and data to the Joint Commission on Health Care regarding a study on the affordability of Assisted Living Facilities.

NAB Updates

Ms. Tillman Wolf provided updates to the Board from the National Association of Long Term Care Administrator Boards (NAB) regarding the reorganization of the Domains of Practice and updates to resources available on their website.

Ms. Tillman Wolf stated that she plans to attend the NAB Mid-Year meeting from November 2-4, 2022, and would provide more information at the next Board meeting.

2022 Board Meeting Dates

Ms. Tillman Wolf announced the 2023 Board meeting dates.

- March 7, 2023
- June 13, 2023
- September 14, 2023
- December 14, 2023

Ms. Tillman Wolf thanked members for all they do in support of the Board.

With no questions, Ms. Tillman Wolf concluded her report.

Discipline Report – Kelley Palmatier, JD, Deputy Executive Director

As of August 26, 2022, Ms. Palmatier reported the following disciplinary statistics:

- 72 Patient Care Cases
 - 1 at Informal
 - 1 at Formal
 - 27 at Enforcement
 - 45 at Probable Cause
 - 1 at APD
- 17 Non-Patient Care Cases
 - 0 at Informal
 - 0 at Formal
 - 5 at Enforcement
 - 9 at Probable Cause

- 1 at APD
- 1 at Compliance

Ms. Palmatier reported the following Total Cases Received and Closed:

- Q4 2020 – 25/18
- Q1 2021 – 16/28
- Q2 2021 – 20/23
- Q3 2021 – 21/16
- Q4 2021 – 28/23
- Q1 2022 – 20/19
- Q2 2022 – 26/39
- Q3 2022 – 19/20
- Q4 2022 – 19/17

Percentage of all cases closed in 365 days

	Q3 - 2021	Q4 - 2021	Q1 - 2022	Q2 - 2022	Q3 - 2022	Q4 - 2022
LTCA	40.0%	39.5%	30.2%	29.0%	54.1%	46.9%
Agency	71.1%	68.8%	66.0%	70.7%	71.9%	65.8%

Ms. Palmatier reminded Board members about the importance of the timely review of probable cause cases and asked for support with case reviews. She reminded Board members to keep case information confidential.

With no further questions, Ms. Palmatier concluded her report.

Licensure Report – Sarah Georgen, Licensing and Operations Manager

Ms. Georgen presented licensure statistics that included the following information:

Licensure Statistics – All Licenses

Current License Count – ALFA and NHA

ALFA	Q4 – 2022	NHA	Q4 – 2022
ALFA	623	NHA	916
ALF AIT	108	NHA AIT	85
Preceptor	194	Preceptor	216
Total ALFA	925	Total NHA	1,217

Customer Satisfaction

Ms. Georgen reported on the customer satisfaction statistics for Quarters 1-4 FY2022.

Ms. Georgen provided a brief overview of the working draft document related to the NAB Domains of Practice changes. She encouraged Board members to contact her with any suggested edits or changes.

With no questions, Ms. Georgen concluded her report.

BOARD COUNSEL REPORT – Charis Mitchell, Assistant Attorney General, and Brent Saunders, Assistant Attorney General

Charis Mitchell, Assistant Attorney General, introduced the Board’s new counsel, Assistant Attorney General Brent Saunders, recently hired by the Office of the Attorney General to fill the open position.

LEGISLATION AND REGULATORY ACTIONS

Report on Status of Regulations – Erin Barrett, Senior Policy Analyst

Ms. Barrett provided an update on the regulatory actions currently in process.

With no questions, Ms. Barrett concluded her report.

ELECTIONS

Ms. Hunt stated that in accordance with the Bylaws, during the first meeting of the organizational year, the Board shall elect from its members a Chair and Vice-Chair.

Ms. Hunt provided remarks regarding the process for making additional floor nominations.

Ms. Hunt opened the floor for nominations for Chair of the Board of Long-Term Care Administrators. Dr. Inker and Ms. Jackson were nominated for Chair. The nominations were closed.

Ms. Hunt called for a voice vote for the election of the nominees for the position of Chair of the Board of Long-Term Care Administrators. By a vote of 5-3 (*Kirby, Dukes, Hunt, Brathwaite, Williams*), Dr. Inker was elected Chair of the Board of Long-Term Care Administrators.

Ms. Hunt opened the floor for nominations for Vice-Chair of the Board of Long-Term Care Administrators. Ms. Brathwaite and Ms. Kirby were nominated for Vice-Chair. The nominations were closed.

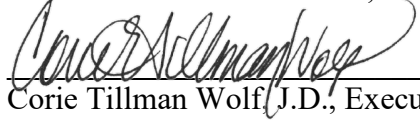
Ms. Hunt called for a voice vote for the election of the nominees for the position of Vice-Chair of the Board of Long-Term Care Administrators. By a vote of 5-3 (*Davis, Faruk, Hunt, Brathwaite, Williams*), Ms. Kirby was elected Vice-Chair of the Board of Long-Term Care Administrators.

NEXT MEETING

The next scheduled meeting date is December 9, 2022.

ADJOURNMENT

With all business concluded, the meeting adjourned at 12:03 p.m.



Corie Tillman Wolf, J.D., Executive Director

March 8, 2023

Date