



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

MICHIGAN BOARD OF NURSING HOME ADMINISTRATORS DECEMBER 6, 2022, MEETING

UNAPPROVED MINUTES

In accordance with the Open Meetings Act, 1976 PA 267, as amended, the Michigan Board of Nursing Home Administrators met on December 6, 2022, at the Ottawa Building, Conference Room 4, 611 West Ottawa Street, Lansing, Michigan 48933.

CALL TO ORDER

Cheryl Bray, RN, NHA, Vice Chairperson, called the meeting to order at 10:02 A.M.

ROLL CALL

Members Present: Cheryl Bray, RN, NHA, Vice Chairperson
Marie Patrick, RN, NHA
Dana Prince, NHA
Kathy Russell, NHA
Rita Williams, Public Member

Members Absent: Helen Hartwell, Public Member
Daryl Henderson, NHA
Ian Koffler, Public Member
Paul Pruitt, NHA

Staff Present: Brian Hoot, Board Support, Boards and Committees Section
Dena Marks, Senior Policy Analyst, Boards and Committees Section
Laury Brown, Senior Analyst, Compliance Section

APPROVAL OF AGENDA

MOTION by Patrick, seconded by Prince, to approve the agenda, as presented.

A voice vote was held.

MOTION PREVAILED

APPROVAL OF MINUTES

MOTION by Prince, seconded by Patrick, to approve the June 7, 2022, meeting minutes as presented.

A voice vote was held.

MOTION PREVAILED

REGULATORY CONSIDERATIONS

None

OLD BUSINESS

None

NEW BUSINESS

Continuing Education Program Review

MOTION by Williams, seconded by Prince, to accept the recommendations made by the Continuing Education Committee. (Addendum 1).

Discussion was held.

A roll call vote was taken: Yeas: Patrick, Prince, Russell, Williams, Bray
 Nays: None

MOTION PREVAILED

RULES DISCUSSION

Marks discussed opening the rules to make updates to continuing education rules and other applicable rule changes.

MOTION by Patrick, seconded by Williams, to open the rules.

A roll call vote was taken: Yeas: Patrick, Prince, Russell, Williams, Bray
 Nays: None

MOTION PREVAILED

2023 PUBLIC NOTICE

Marks stated the public notice for the 2023 board meetings has been posted and is available online.

Elections

MOTION by Prince, seconded by Patrick, to nominate Bray, as Chairperson.

A roll call vote was taken: Yeas: Patrick, Prince, Russell, Williams, Bray
 Nays: None

MOTION PREVAILED

MOTION by Patrick, seconded by Williams, to nominate Patrick, as Vice Chairperson.

A roll call vote was taken: Yeas: Patrick, Prince, Russell, Williams, Bray
 Nays: None

MOTION PREVAILED

Committee Assignments

Board Review Panel: Bray, Henderson, and Russell

DSC: Williams (Chair), Hartwell, Patrick, Prince, and Pruitt
Alt: Koffler and Russell

CE Review: Bray, Hartwell, and Prince

Rules: Prince, Patrick, and Pruitt

Chair Report

None

Department Update

Marks stated that the Bureau will begin recording Board meetings beginning in 2023.

Marks informed the board that new board member training would be held March 8, 2022, online.

PUBLIC COMMENT

None

ANNOUNCEMENTS

The next regularly scheduled meeting will be held March 7, 2023, at 10:00 a.m. at the Ottawa Building, 611 West Ottawa Street, Upper-Level Conference Room 4, Lansing, Michigan.

ADJOURNMENT

MOTION by Williams, seconded by Prince, to adjourn the meeting at 10:27 a.m.

A voice vote was held.

MOTION PREVAILED

Minutes approved by the Board on _____.

Prepared by:

Brian Hoot, Board Support
Bureau of Professional Licensing

December 8, 2022