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Board Meeting Board Office—Conference Room A April 23, 2014

MINUTES

Members Present: James Birchem, LNHA, Chair
Robert Held, LNHA-DHS ex-officio
Jane Pederson, MD
Jennifer Pfeffer, LNHA
Marilyn Reiersen, Public Member
Thomas Pollock, LNHA, Vice-Chair
Nancy Tuders, RN Secretary
Ann Tagtmeyer, Public Member
Nathan Johnson, LNHA
Chandra Mehrotra, PhD, Public Member

Members Absent: Darcy Miner-MDH ex-officio
Staff: Randy Snyder, Executive Director
Jessica Schultz, Office Manager

1. Call to Order –Jim Birchem (Chair)

Birchem called the meeting to order at 9:33AM.

2. Additions to and Approval of Agenda

A. A motion was made by Pollock to approve the agenda as amended for the April 23, 2014 and was seconded by Pfeffer. The question was called and the motion was unanimously approved.

Approval of January 22, 2014 Meeting Minutes (previously e-mailed)

A motion was made by Reiersen to approve the minutes as amended from the January 22, 2014 Board meeting and was seconded by Tuders. The question was called and the motion was unanimously approved.

Pederson and Tagtmeyer arrived at 9:38AM

3. Licensure/Education Committee – Ann Tagtmeyer, Committee Chair

Articles listed in item A-D, Licensure Report, New Licensees Report, Permits Issued Report, Shared Administrator Report, and Waiver of Course Requirements/Courses Denied for the period of 01/01/2014 to 03/31/2014 were reviewed by the Board members in attendance.

SCSU Advisory Board minutes were presented for review per directive of Licensure Committee.

A meeting of the Education Committee will take place following the closure of the meeting.

4. Standards of Practice – Nancy Tuders, Committee Chair

A. At the January 22, 2014 meeting, the committee conducted a conference with an appearance. The Committee directed action with a proposal presented to the applicant.

The committee reviewed **two open** complaints and **8 new** complaints at the meeting for the period of October 16, 2013 to January 15, 2014.

The committee reviewed the open and new complaints:

- Dismissed with review of LNHA actions and currently MDH compliant: **4**
- Hold for MDH compliance date: **4**
- Held in person conference and continued the recommended Denial of Application: **1**
- Assign AG Investigations: **1**

5. **10:30: Invited Guests: Aging Services of Minnesota and Care Providers of Minnesota**

The Professional Practice Analysis and current partnerships with AHCA and Leading Age, in addition to the June NAB Release of new Practice Standards for the Long Term Care Administrator Continuum was presented by Snyder.

Aging Services Minnesota representatives discussed the status and implications of SF 2140 and compliance with National initiatives and standards in home care settings.

6. **Action Items (All action items should have board direction: accept, revise, request for more information)**

Discussion regarding the drafted Communities in Transition and Resident Trust Fund Compliance documents took place. Feedback was directed to be sent informally to Snyder via email. *The Board directed that the documents should be added to the website and referenced in the renewal newsletter.*

Discussion took place regarding connecting with stakeholders with reference to the changes to NAB's Domains of practice. *It was determined that the best course of action was to postpone the meetings until July, the approximate time at which the Domain changes would be made permanent.*

BENHA provider Convention Participation was discussed. Cost of operation was discussed. Presence at conventions was discussed. Ramifications of significant changes to the NAB Domains of Practice and need for presence at conventions was discussed. Determination that Board presence at November and February conventions were optional for.

Other Legislative Bills impacting the BENHA:

- Change in 214, Felony Criminal Sexual offenses; Board cannot issue or renew licensure, affects all HLBs.
- HPSP has minor revision in their practice act.
- Changes to the make-up of Advisory committees being sought
- Board per diems change July 1st to \$75 from \$55.
- Military licensure standards reviewed by the Legislature, BENHA policy allows for this provision currently.
- License revocation by Department of Revenue due to non-payment of taxes or child support will be made by the licensure board.

National Emerging Leadership Summit: NAB/UW-Eau Claire, scholarship opportunity available through NAB for interested individuals.

7. Executive Director's Report

A. Open Appointments: The four year terms for Mehrotra, Pollock and Tuders expire January 1, 2015 with potential service through June 30, 2013. Jennifer Pfeffer was reappointed to the Board by Governor Dayton in March, 2014.

B. UWEC: CHAASE Banquet: The UWEC CHAASE banquet will be April 24th with the CHAASE Board meeting on the 24th and 25th in Eau Claire, Wisconsin.

C. NAB Meetings Snyder's chairmanship ends in June. March Leading Age in Washington DC; April American College of Health Care Administrators in Las Vegas; NAB in Chicago, May 13th to draft generic legislation for all 50 states.

D. Office of the Legislative Auditor All seventeen health licensing regulatory boards are in the midst of a *receipts and expenditures audit* from the Office of the Legislative Auditor. This is a limited audit but none the less time consuming for staff. The OLA stated they will be onsite through June.

E. Newsletter - Renewal Edition The two page newsletter should be reviewed and given final approval prior to our 'go live' renewal date of May 1st. Deborah Elsey at LAWCO was asked to assist in the article on Best Practices for Patient Trust Fund Accounts which is included along with the Article on Federal Anti-Kickbacks.

8. Rules Committee—No business

9. Election of Officers and Committee Appointments

Nominations for Officers

Chair: James Birchem; Nominated by Pfeffer

Vice Chair: Tom Pollock; Nominated by Tagtmeyer

Secretary: Nancy Tuders; Nominated by Tagtmeyer/Mehrotra

A call for vote was made for each office individually, and all nominations were unanimously accepted.

The consensus of the Board was to allow the Board committees to remain the same, with appointments to be made by the chair as need to fill vacancies. Appointment to HPSP committee was deemed unnecessary based on Snyder providing the Board with updates as needed.

10. Board Member Reports –No business

11. Executive Session

The meeting was closed for executive session at 11:40am to review a pending application for licensure.

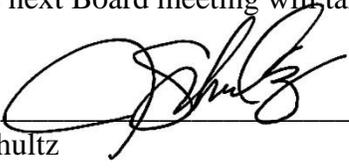
The meeting was reopened at 11:56am.

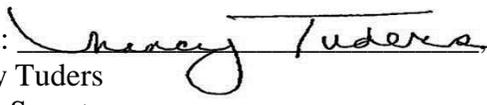
A motion was made by Pederson to uphold the recommendation of the Standards of Practice Committee and deny the current application for Kimberly Kucera. The motion was seconded by Tagtmeyer, and the motion passed unanimously.

12. Other Business and Adjournment

A motion to adjourn was made by Pfeffer at 12:02 PM and was seconded by Mehrotra. The vote was called and the motion passed unanimously.

The next Board meeting will take place on July 23, 2014.

Recorder:  _____, Date: 07/23/2014
Jessica Schultz
Office Manager

Attest:  _____, Date: 07/23/2014
Nancy Tuders
Board Secretary