

Kansas Department for Aging and Disability Services
Board of Adult Care Home Administrators
Meeting of December 11, 2015

The Board of Adult Care Home Administrators met Friday, September 11, 2015 at 1:00 p.m. at the Rasmussen College, 620 SW Governor's View, Topeka, Kansas.

Members Present

Amy Hoch Altwegg
Timothy Heston
Kevin Bryant
Steve Hatlestad
Robert Meissner
Noreen Fenton

Staff Present

Craig Paschang
Brenda Dreher

Others Present

April Holman, KACE
Laura Herpolsheimer, KACE AIT
Sandra Preston, KACE AIT
Danielle Braun, KACE AIT
Carrie Herman, Asbury Park
Nicole Noetcel, KSU AIT
Charlotte Clark, Via Christi
Karen Vidricksen, KACE AIT
Harlie Dillard, KACE AIT
Analisse Vasquez Soto, KACE AIT
Ken Keller, KACE AIT
John Conner, Medicalodges AIT
Joe Hopkins, KACE AIT
Phyllis Kelly

1. Call Meeting to Order

Chair Hoch Altwegg called the meeting of the Board of Adult Care Home Administrators (BACHA) to order at 1:10p.m.

2. Board Vacancy

Brenda Dreher reported that K.J. Langlais, Licensed Administrator member, recently resigned her position on the Board. Ms. Dreher has notified the Governor's Appointments Office and they are working to fill the position.

3. Minutes of Meeting 09/11/2015

Chair Hoch Altwegg called for comments/corrections to the minutes of the September 11, 2015 meeting of the Board.

ACTION: Robert Meissner moved to approve the minutes of the September 11, 2015 meeting as presented. The motion was seconded by Steve Hatlestad and carried.
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4. CIC Report

Steve Hatlestad reported that the CIC recommended action concerning the one new case they reviewed.

5. Reports

A. NAB Test Results

Ms. Dreher summarized the NAB results for the third quarter of 2015. A total of 17 candidates tested with 10 of those passing for a 59% pass rate. Ms. Dreher noted that there was only one other third quarter in the past six years with a lower passing rate. That was the third quarter of 2014 which was a 56.25% passing rate.

B. Temporary License Report

Ms. Dreher summarized the 2015 temporary license report which covered the period from July 1, 2014 through November 30, 2015. A total of 36 individuals were issued

temporary licenses. Of the five that remain active a total of three are completing their AIT experiences, one is serving in an interim role and one is acquiring CE hours necessary to reinstate their previous Kansas license.

C. License Renewal Status

Ms. Dreher summarized a report providing renewal statistics. Of the 376 licenses due to renew by 6/30/2015 a total of 309 renewed. 91% of the licensees utilized the online renewal option. Ms. Dreher reported that while a total of 67 licenses were not renewed a total of 80 new and/or reinstated licenses were issued during 2015 maintaining a fairly consistent number of active licenses.

D. Survey Results

Ms. Dreher provided a final report of the 2015 renewal survey. It was noted that this was the first attempt at conducting an online survey. A total of 22% of the 282 individuals that renewed online also participated in the survey. Staff plans to work with the database contractor to make the survey more prominent before the 6/30/16 renewal cycle.

6. Letters of Exemplary Performance and Zero Deficiency Letters

Ms. Dreher read excerpts from two zero deficiency letters issued to Christie Lynn Patrick, Lawrence Presbyterian Manor, Lawrence, KS and to Greg Lohkamp, Caritas Center, Inc., Wichita, KS.

7. Status Update – Revision to K.A.R. 28-38-18(a) regarding ‘good cause’

Craig Paschang provided a draft copy of the revision discussed at previous meetings. The works *“unless for good cause the board grants an extension”* were removed and replaced with the following statement. “A candidate may seek exemption from the 12 month testing deadline by demonstrating the candidate’s failure to test within 12 months does not reflect poorly on the candidate’s good character, qualifications, or ability to comply with the board’s regulations.”

Mr. Paschang explained the process of regulation revisions and explained the regulations should be approved fairly quickly.

8. Other Business

•**CIC Vacancy** - The board discussed the CIC vacancy resulting from the resignation of K.J. Langlais.

ACTION: Steve Hatlestad moved to name Chair Hoch Altwegg to serve on the CIC and assigning the Hearing Panel position to whomever replaces K.J. Langlais on the Board. The motion was seconded by Robert Meissner and carried.
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•**NAB** – Chair Hoch Altwegg reported that the NAB is working on a comprehensive professional practice exam including HCBS, AL and LTC. Will still be the Nursing Home Administrator exam and will share core items. NAB is reworking exam questions for the common core items. Randy Lidner, NAB, may conduct a webinar about the project.

NAB is also drafting AIT program recommendations. States will not be required to change anything but because NAB is research based they may have some good ideas to consider.

9. **Public Comment**

April Holman, KACE Executive Director, thanked the Board for the opportunity to observe the meeting and noted that a group of KACE AITs were attending the BACHA meeting as part of their KACE *Day in Topeka*. Each AIT introduced themselves.

Chair Hoch Altwegg advised the AITs that the NAB bibliography is important because there will be no questions on the NAB exam that are not covered in the bibliography materials.

10. **Next Meeting**

Chair Hoch Altwegg suggested setting a tentative meeting schedule for 2016. The meeting dates set are: March 4, June 3, September 9 and December 9.

Adjourn

The meeting of the Board of Adult Care Home Administrators adjourned at 1:45 p.m.