The Board of Adult Care Home Administrators met Friday June 7, 2019 at Rasmussen College 620 SW Governors View, Topeka, KS 66606

<table>
<thead>
<tr>
<th>Members Present</th>
<th>Staff Present</th>
<th>Others Present</th>
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<tbody>
<tr>
<td>Amy Hoch Altwegg</td>
<td>Brenda Dreher</td>
<td>Teresa Keating - KACE</td>
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<td>Noreen Fenton</td>
<td>Wendy Davis</td>
<td>Melissa Mille - KACE</td>
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<td>Sara Sourk</td>
<td>Craig Paschang</td>
<td>Bill Tofflemire - KACE</td>
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<td>Steve Hatlestad</td>
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<td>Mike Hays - KDADS</td>
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<td>Stephanie Murray</td>
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<td>Jane Weiler - KS ASST AG</td>
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<td>Robert Meissner</td>
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<td>Eric Martinez - AIT Rock Creek</td>
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1. **Call Meeting to Order**
   Chair Amy Hoch-Altwegg called the meeting of the Board of Adult Care Home Administrators (BACHA) to order at 1:05 pm.

2. **Minutes of Meeting 03.08.19**
   Chair Hoch Altwegg called for comments/corrections to the minutes of the March 8, 2019 meeting of the Board.

   ACTION: Steve Hadlestad moved to approve the minutes of the March 8, 2019 meeting as presented. The motion was seconded by Robert Meissner and carried.

   Ms. Brenda Dreher introduced Mr. Mike Hays, the new Continuing Education Administrator for Health Occupations Credentialing at KDADS.

3. **CIC Report**
   Ms. Wendy Davis introduced new Assistant Attorney General for the CIC, Jane Weiler. Ms. Weiler reported the near finalization of an open case in the CIC with a signature obtained prior to the start of the BACHA meeting, and that the official paperwork would be filed with the courts the next business day.

   Mr. Craig Paschang reported that communications with Mr. Emmanuel Azzun have reached the point that Mr. Paschang can no longer assist. Mr. Azzun has been provided with the options available to him, and informed that if communication continues law enforcement will become involved.

4. **Reports**
   A. **NAB Test Results**
      Wendy Davis summarized the NAB results for the first quarter of 2019. A total of 17 candidates tested with 13 of those passing for a 76.71% pass rate. Of the eight passing – 11 passed on the first attempt, one on the second attempt, and one on the third attempt. Of the two failing, both failed their first attempt. One tester took just the CORE portion and passed. One tester took the NHA on a sixth attempt and passed.

   B. **Temporary License Report**
      Mrs. Davis summarized the temporary license report for the 2019 year to date. A total of 11 individuals were issued temporary licenses. Seven of the 11 expired, four remain
active: two of the four prepare for the NAB, one of the four completing the AIT program, one serving an interim role.

5. **Legislation**
Mr. Paschang reported mid-May he turned in the Regulations Transmittal Memo and asked for an expedited review. It is very likely the regulation changes may be in place by the next renewal period June 2020. Once the changes have been approved Mr. Paschang will send to the board members for formal “adoption”.

6. **Other Business**
A. **Board Appointments**
Mrs. Davis sent a letter to the Governor’s Board of Appointments requesting appointments for the expiring vacancies: two administrators, one health professional, one consumer. Wendy identified the expiring and unavailable for reappointment positions as: Dr. Robert Meissner, Dr. Timothy Heston, Amy Hoch Altwegg, and Steven Hatlestad. Wendy identified the appointments expiring in 2020 as Noreen Fenton, Sara Sourk and Dr. Stephanie Murray. Discussion identified Dr. Stephanie Murray as available for reappointment after her terms expires in 2020.

B. **Zero Deficiency Letters**
Ms. Brenda Dreher read Zero deficiency letters for 10 facilities in Kansas: Wichita Presbyterian Manor, Diversicare of Larned, Ottawa County Health Center LTCU, Minneapolis Health and Rehabilitation, The Prairie Farmstead East, Everegreen Community of Johnson County, Medicalodges Wichita, Mission Chateau Senior Living Community, The Healthcare Resort of Wichita, and Center at Waterfront, LLC.

7. **Public Comment**
Bill Tofflemire, KACE, thanked the Board for allowing the AIT students to attend and asked each AIT to introduce themselves to the Board.

8. **Next Meeting**
The next meeting of the Board is set for September 13, 2019 to be held at 1:00 p.m. at Rasmussen College.

**Adjourn**
The meeting of the Board of Adult Care Home Administrators adjourned at 1:34 p.m.