

AGENDA ITEM 2

Kansas Department for Aging and Disability Services

Board of Adult Care Home Administrators

Meeting of September 10, 2021

The Board of Adult Care Home Administrators met Friday September 10, 2021 via Microsoft Teams.

Members Present	Staff Present	Others	Present
Stephanie Murray	Tabetha Mojica	Bill Tofflemire -KACE	Kayla Grotheer
Heather Pilkington	Wendy Jacobs	Melissa St. John – KACE	Michelle Rifford
Kevin Reimer	AnnLouise Fitzgerald	Polly Berkley – KCAL	Divonica Knight
Alicia Rumold	Jane Weiler	Amy Hoch- Altwegg	Haley Nickles
Amy Siple		Madison Parker	Breiana Feagle
Alex English			

1. **Call Meeting to Order**

Chair Reimer called the meeting of the Board of Adult Care Home Administrators (BACHA) to order at 1:00 pm.

2. **KOMA Requirements**

Chair Reimer read the KOMA requirements, and a verbal roll call was taken for all BACHA members and staff.

3. **Minutes of Meeting**

Chair Reimer called for comments or corrections to the minutes of June 4, 2021.

ACTION: Amy Siple moved to approve the minutes. The motion was seconded by Heather Pilkington. Chair Reimer called for a verbal vote. The motion carried.

4. **CIC Report**

Chair of the CIC, Alex English, reported there were no current cases to discuss.

5. **Reports**

A. **NAB Test Results**

Wendy Jacobs summarized the NAB results for the second quarter of 2021. There were 19 total testers with 11 of those passing for a 57% pass rate. Of the 11 passing, seven were on the first attempt, three on the second attempt, and one on the third attempt. Of the eight failing scores, five failed the first attempt, and three failed the third attempt.

B. **Temporary License Report**

Ms. Jacobs summarized the temporary license report from January 2021 through August 2021. A total of 13 temporary licenses were issued. Of the 13, two expired without further licensure. Four were issued to prepare for the NAB. Four were issued to complete and AIT. One was issued to fill an interim position, and two were issued to complete CEUs for reinstatement. Five of the issued licenses remain active.

6. **Legislation and Regulations**

A. Sub Committee Report – Draft of Regulation Changes.

Assistant Attorney General AnnLouise Fitzgerald summarized HB2066 which was the catalyst for drafting a change to the current regulations. Heather Pilkington proposed KAR 26-38-12 identifying 1500 hours, specificity to the type of facility reciprocal applicants were licensed to run and defining honorable discharge. Furthermore, a proposed amendment to KAR 26-38-7(b)(2)(B) changing the language from 5 years and 2080 annual hours to 1500 hours in 3 years. Discussion ensued. A consensus was reached to allow Heather Pilkington and Molly Wood to continue working for the next steps in the process of changing the regulations.

B. Application Changes.

Wendy reviewed changes to the applications to identify military status and specificity to disciplinary action.

7. **Other Business**

A. Zero Deficiency Letters

Tabetha Mojica reported that there were no zero deficiency letters to report.

B. Additional Hours Request

Wendy presented a request for additional training hours to be approved. Discussion ensued.

ACTION: Alicia Rumold moved the applicant be instructed to add hours and two missing domains then be allowed to test. Amy Siple seconded the motion. A vote was taken and passed.

C. Test Extension Request.

Wendy presented a request for an extension of the 12-month requirement based on COVID and applicant's health. Discussion ensued.

ACTION: Stephanie Murray moved the candidate be allowed a three-month extension to take their first NAB exam by November 26, 2021. Heather Pilkington seconded the motion. A vote was taken and passed.

8. **Public Comment**

Melissa St. John, KACE, thanked the board for allowing observation by the KACE AIT's and asked the AIT's present to introduce themselves.

9. **Next Meeting**

The next meeting of the board is set for December 3, 2021 to be held at 1:00 pm via Microsoft Teams.

Adjourn

The meeting of the Board of Adult Care Home Administrator's adjourned at 2:05 pm.