

Kansas Department for Aging and Disability Services

Board of Adult Care Home Administrators

Meeting of March 3, 2023

The Board of Adult Care Home Administrators met Friday March 3, 2023, in person at KDADS 503 S Kansas Ave Topeka KS 66603 and via Microsoft Teams.

Members Present	Staff Present	Others Present	
Chair Kevin Reimer	Tabetha Mojica	Melissa St. John - KACE	Polly Berkley – KHCA
Amy Siple	Karen Torbert	Bill Tofflemire – KACE	Teresa Keating – KHCA
Stephanie Murray	Charles Macheers	Cody Balem - KACE	Linda Mowbray - KHCA
Heather Pilkinton	Jay Rodriguez	Nicole Gupton – KACE	Shaunna Taylor – KHCA
	Jane Weiler	Katherine Locher – KACE	Kristen Dankof – KHCA
		Tory Boswell – KACE	Kelly Short – KHCA
		Jessica Martin – KACE	Rachel Coomes – KHCA
		Emily Rogers – KACE	Melanie Butler – KHCA
		Avery Stegman – KACE	
		Dana Velotta – KACE	
		Lori Dasher – KACE	
		Steven Erskin – KACE	
		Debbie Beckford - KACE	

1. Call Meeting to Order

Chair Reimer called the meeting of the Board of Adult Care Home Administrators (BACHA) to order at 1:01 pm.

2. KOMA Requirements

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

3. Board Member/Staff

Karen Torbert advised the Board that Alicia Rumold has resigned and mentioned the nomination from KACE is currently in the interview process.

Jay Rodriguez was introduced to the board as the newly appointed attorney general to replace Charles Masheers.

Jane Weiler informed the board this will be her last BACHA meeting.

4. Minutes of Meeting 12.2.2022

Chair Reimer called for comments/corrections to the minutes of the December 2, 2022, board meeting.

ACTION: Amy Siple made a motion to approve the 12.2.2022 minutes. Stephanie Murray seconded. A roll call vote was taken, the motion passed.

5. Complaint Investigatory Committee (CIC)

Karen Torbert reported no new cases to discuss

6. Motion for approval of revised Notice of Training document

Karen went over the changes within the revised Notice of Training document found within the board packet and asked for approval from the board.

ACTION: Stephanie Murray made a motion to approve the following revised documents: Notice of Training and Request for Practicum and Preceptor Approval. Heather Pilkinton seconded. A roll call vote was taken, the motion passed.

7. **Reports**

a. **NAB Test Results**

Karen Torbert summarized the NAB results for the fourth quarter of 2022. A total of 8 candidates tested with seven of those passing, for an 81.25% pass rate. Of the seven passing—five passed on their first attempt, one on their third attempt, and one opted to take separate exams for each portion and has passed the 1st attempt at NHA. Of the one that did not pass, they have failed their second attempt at NHA and passed their 1st attempt at CORE.

b. **Temporary License Report**

Karen Torbert summarized the temporary license report for all of 2022. A total of two temporary licenses issued in 2022 remain active. Both were issued to prepare for the NAB.

8. **Legislation and Regulations**

Tabetha Mojica went over two potential bills. HB 2388, the bill would require that licensing bodies provide verified electronic credentials in addition to paper-based credential for reciprocity licensee, which also includes a centralized database. HB 2408 was mentioned for informational purposes, this bill would exempt Cosmetology and Barber oversight in an Adult Care Home.

9. **Other Business**

a. **Zero Deficiency Letters**

Tabetha Mojica reported that there have been 2 zero deficiency since

December 2022:

Darin Cizerle, Administrator, Addinton Place of Praire Village

Andrea Jones, Administrator, Kansas Veterans Home

b. **Annual Conference**

Karen provided the invite from NAB and advised the board members if any interested, please let her know.

c. **NAB 2023 Winter Newsletter**

Karen Torbert provided the NAB 2023 Winter Newsletter

10. Public Comment

Melissa St John from KACE, thanked the Board for allowing the AIT students to attend and asked each AIT to introduce themselves to the board.

Teresa Keating from KHCA, thanked the Board for allowing the AIT students to attend and asked each AIT to introduce themselves to the board.

Linda Mowbray from KHCA, addressed the Board about the nomination that was submitted to represent KHCA on the Board and the Administrators that are currently serving on the Board. Tabettha Mojica advised she was still waiting to hear back from the Governor's office.

11. Next Meeting

The next meeting of the Board is set for June 9, 2023, to be held at 1:00 p.m., in person at KDADS 503 S Kansas Ave Topeka KS 66603 and via Microsoft Teams.

Adjourn

The meeting of the Board of Adult Care Home Administrators adjourned at 1:23 p.m.