

## AGENDA ITEM 3

Kansas Department for Aging and Disability Services  
**Board of Adult Care Home Administrators**  
**Meeting of June 3, 2022**

The Board of Adult Care Home Administrators met Friday June 3, 2022 in person at KDADS 503 S Kansas Ave Topeka KS 66603 and via Microsoft Teams.

<b>Members Present</b>	<b>Staff Present</b>	<b>Others Present</b>	
Kevin Reimer	Tabetha Mojica	Bill Tofflemire - KACE	Connie Harzman- AIT
Heather Pilkinton	Wendy Jacobs	Melissa St. John - KACE	Trey Look - AIT
Alexandra English	Robert Hutchison	Amy Hoch-Altwegg	Tammy Toland - AIT
Alicia Rumold		Dana Weaver - Leading Age	Valerie Baker - AIT
Amy Siple		Polly Berkley	Shawn Coats- AIT
Molly Wood		Cory Craig	Lyndsey Webb- AIT
		Michael Shoemaker	Dana Collins – AIT
		Tammy Freeman	Nicole Wheeler – AIT
		Rene Kersenbrock	

**1. Call Meeting to Order**

Chair Reimer called the meeting of the Board of Adult Care Home Administrators (BACHA) to order at 1:04 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 03.4.2022**

Chair Reimer called for comments/corrections to the minutes of the March 4, 2022, meeting of the Board.

Amy Siple requested the name Alicia Rumold, in the Member's Present section be move to its own line.

<b>ACTION:</b> Amy Siple moved to approve the minutes after the correction. The motion was seconded by Heather Pilkinton. Chair Reimer took a roll call vote. The motion carried.
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**4. Complaint Investigatory Committee (CIC)**

Chair Alex English reported there were no new cases to discuss

**5. Reports**

**A. NAB Test Results**

Wendy Jacobs summarized the NAB results for the first quarter of 2022. A total of 13 candidates tested with eight of those passing, for a 62% pass rate. Of the eight passing – seven passed on their first attempt, and one on their second attempt. Of the three that did not pass, two were on the first attempt, and one on the second attempt.

**B. Temporary License Report**

Wendy Jacobs summarized the temporary license report from February to June 2022. A total of eight temporary licenses issued in 2022 remain active. Of those eight, one was issued to prepare for the NAB, five were issued to complete an AIT program, and two to complete CEUs for reinstatement. Six of the eight active temporary licenses are in their

initial temporary licensure period, and two are in the first extension.

**6. Legislation**

There were no legislative updates.

**7. Other Business**

**A. Zero Deficiency Letters**

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

**B. Sub-Committee Report – CAREOLOGY AIT PROGRAM**

Heather Pilkinton summarized the results of the sub-committee established to review the Careology AIT Program for approval. The recommendation of the sub-committee was to move forward with approval.

**ACTION:** Heather Pilkinton moved to approve the Careology AIT Program. The motion was seconded by Heather Pilkinton. Chair Reimer took a roll call vote. The motion carried.

**C. Additional Training Request**

Wendy Jacobs presented a request from a candidate for 100 hours of additional training and to sit for the next NAB attempt.

**ACTION:** Heather Pilkinton moved to approve the 100 hours of additional training. The motion was seconded by Molly Wood. Chair Reimer took a roll call vote. The motion carried.

**8.. Public Comment**

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

**9.. Next Meeting**

The next meeting of the Board is set for September 16, 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 1:34 p.m.