

Kansas Department for Aging and Disability Services

Board of Adult Care Home Administrators

Meeting of December 3, 2021

The Board of Adult Care Home Administrators met Friday December 3, 2021 via Microsoft Teams.

<b>Members Present</b>	<b>Staff Present</b>	<b>Others Present</b>	
Stephanie Murray	Tabetha Mojica	Bill Tofflemire - KACE	Ashley Harnett
Kevin Reimer	Wendy Davis	Melissa St. John - KACE	Garrett Blume - AIT
Alicia Rumold	AnnLouise Fitzgerald	Michael Shoemaker - Careology	Tom Pfeiler - AIT
Amy Siple	Jane Weiler	Amy Hoch- Altwegg	Ashley Brownell - AIT
Molly Wood		Corey Craig	Brandi Dixon - AIT
Alexandra English		Sara Shipman	Debra Zehr

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. **EXECUTIVE SESSION**

Chair Reimer closed the Open meeting for 15 minutes to conduct discussion in Executive Session.

**Open Meeting Resumed 1:20 pm.**

**ACTION:** Chair Reimer took a Roll Call vote; the board unanimously denied the request presented.

4. **Minutes of Meeting**

Chair Reimer called for comments or corrections to the minutes of September 10, 2021.

**ACTION:** Alicia Rumold moved to approve the minutes. The motion was seconded by Amy Siple. Chair Reimer took a roll call vote. The motion carried.

5. **CIC Report**

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

6. **New AIT Program**

Wendy Introduced Michael Shoemaker to present a potential new AIT program for approval, Careology. Following the presentation there were questions and discussion by the board.

7. **Reports**

**A. NAB Test Results**

Wendy Jacobs summarized the NAB results for the third quarter of 2021. There were 16 total testers with 10 of those passing for a 44% pass rate. Of the 11 passing, seven were on the first attempt, and three on the second attempt. Of the five failing scores, four failed the first attempt, and one failed the third attempt.

**B. Temporary License Report**

Ms. Jacobs summarized the temporary license report from January 2021 through November 2021. A total of 18 temporary licenses were issued. Of the 18, four expired without further licensure. One was 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, one was reinstated, one has not yet applied for reinstatement. Six of the issued licenses remain active.

8. **Legislation and Regulations**

Wendy reported while there was nothing new to discuss regarding legislation and regulations, the changes would be ready to be submitted early next week.

9. **Other Business**

**A. Zero Deficiency Letters**

Tabetha Mojica reported six zero deficiency letters:

ZERO DEFICIENCY REPORT

ADMINISTRATOR	FACILITY	CITY	DATE
TOM LEATHERMAN	HERITAGE AVONLEA OF OLATHE	OLATHE	9.9.21
KIRA ROBINSON	PARK WEST PLAZA	WICHITA	8.10.21
MAEGEN PEGUES	PARSONS PRESBYTERIAN MANOR	PARSONS	8.31.21
MELINDA EWAN	PRAIRIE MISSION RETIREMENT COMMUNITY	ST PAUL	8.19.21
CAITLIN STRAWDERMAN	VIA CHRISTI	PITTSBURG	8.9.21
COURTNEY O'CONNOR	WESTCHESTER VILLAGE	LENEXA	6.29.21

**B. Additional Hours Request**

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

**ACTION:** Stephanie Murray moved to approve the additional training request and then the applicant be allowed to test. Amy Siple seconded the motion. A Roll Call vote was taken and passed.

**C. Schedule 2022 Meetings**

Wendy offered dates for the 2022 meetings – March 4, June 3, September 9, December 12. Discussion regarding in person meetings was had. Chair Reimer suggested the March meeting occur via Teams, at which time discussion could continue about in person meetings.

10. **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.

Amy Altwegg commented about the NAB Annual Meeting, noting that the NAB exams now have unlimited possibilities, it is no longer subject to only four versions of the exam.

Debra Zehr, LeadingAge Kansas, commented about the workforce shortage and suggested a study be started to determine some of the challenges.

11. **Next Meeting**

The next meeting of the board is set for March 4, 2022, to be held at 1:00 pm via Microsoft Teams.

**Adjourn**

The meeting of the Board of Adult Care Home Administrator's adjourned at 2:08 pm.