

Kansas Department for Aging and Disability Services
Board of Adult Care Home Administrators
Meeting of March 8, 2024

The Board of Adult Care Home Administrators met Friday March 8, 2024, in person at KDADS 503 S Kansas Ave Topeka KS 66603 and via Microsoft Teams.

Members Present	Staff Present	Others Present
Alexandra English	Tabetha Mojica	Debbie Beckford - AIT
Amy Siple	Karen Torbert	Teresa Keating – KHCA
Karen Weber	Mike Hays	Linda Mowbray - KHCA
Dawn Veh	Jay Rodriguez	Melissa St. John - KACE
Melanie Butler		Bill Tofflemire - KACE
		Sheridan Barnes - KACE
		Healthier Elmore - KACE
		Karyn Hendrix – KACE
		Emily Kirkpatrick - KACE
		NiCole Splechter - KACE

1. Call Meeting to Order

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

2. KOMA Requirements

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

3. Minutes of Meeting

12.08.2023 & 02.16.2024 Chair called for comments/corrections to the minutes of the December 8, 2023, board meeting and the minutes to the February 16, 2024, special board meeting as presented.

ACTION: Dawn Veh made a motion to approve the 12.08.2023 and 02.16.2024 minutes. Karen Weber seconded. A roll call vote was taken, the motion passed.

4. Complaint Investigatory Committee (CIC)

Nothing new to report.

5. Reports

a. NAB Test Results

Karen Torbert summarized the NAB results for the fourth quarter of 2023. A total of 12 candidates tested with 8 of those passing, for an 67% pass rate. Of the 8 passing – 5 passed on their first attempt, and 3 passed on their second attempt. Of the 4 that have not passed, 2 failed to pass both portions on their second attempt, and 2 opted to take the portions separately, 1 failing their third attempt at NHA, and 1 failing their 4th attempt at CORE.

b. Temporary License Report

Karen Torbert summarized the temporary license report for the fourth quarter of 2023. A total of 7 temporary licenses were issued since October 2023 and remain active. Of the 7, 1 is in their initial temporary licensure period, 4 are in their 1st extension, and 2 are in their 2nd and final extension. Of the 7, all are preparing for the NAB.

6. Legislation and Regulations

Tabetha Mojica provided a copy of HB 2745 that will move on to the senate.

7. Test Extension Request

Karen Torbert presented a request for an extension of the 12-month requirement. Discussion ensued.

ACTION: Dawn Veh moved the candidate be approved to schedule the first attempt at the NAB on March 8th, 2024. Alexandra English seconded the motion. A roll call vote was taken, the motion passed.

8. Other Business

a. Zero Deficiency Letters

Tabetha Mojica reported that there have been nine zero deficiency letters from 4th quarter 2023.

- Anna Peace Bowyer, Meadowlark Hills
- Joseph Henderson, Ranch House Senior Living LLC
- Aaron Kelley, Prairie Sunset Home Inc
- Sara Hiebert, Bethesda Home

b. NAB Feb. 2024 Update

Karen Torbert provided the NAB update received in February on the Governing members and save the date info for the annual meeting.

c. NAB 2024 Winter Newsletter

Karen Torbert provided the 2024 NAB Winter Newsletter.

9. Public Comment

A. Licensing Reduction Inquiry

Karen summarized an inquiry received to lower the reciprocal licensing requirements to align

closer to our boarding states regulations. Discussion ensued.
KACE Coordinator, Melissa St. John asked the AIT's to introduce themselves to the Board.

10. **Next Meeting**

The next meeting of the Board is set for June 7, 2024, 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 1:26 PM.