

MEETING MINUTES

INDIANA STATE BOARD OF HEALTH FACILITY ADMINISTRATORS

Tuesday, November 28, 2017
at 10:00 a.m. in Room W064 of the
Indiana Government Center-South
402 W. Washington Street
Indianapolis, Indiana 46204

I. CALL TO ORDER AND ESTABLISHMENT OF QUORUM 10:00 a.m.

Board Members Present:

Christine Kelley	(CK)
Kathy Frank	(KF)
Shelley Rauch	(SR)
Kelly Borrer	(KB)
Mark Wolfschlag	(MW)
Mercedes Burgos	(MB)
Brenda Buroker	(BB)
Jennifer Gappa	(JG)

Board Members Absent

Karen Gilliland
Adrienne Shields

Court Reporter

Dianne Lockhart

II. ADOPTION OF THE AGENDA

Motion and second to adopt agenda
Chris Kelley/Kathy Frank 8/0/0

III. ADOPTION OF THE MINUTES FROM THE September 26, 2017 MEETING

Motion and second to adopt minutes
Jennifer Gappa/Chris Kelley 8/0/0

IV. PERSONAL APPEARANCES

1. Joy Pryor – RCA application

Motion and second to approve to take the NAB
Chris Kelley/Jennifer Gappa 8/0/0

V. REPORT FROM THE OFFICE OF THE ATTORNEY GENERAL

Reported that there are currently open complaints and that both Shelley Rauch and Jennifer Gappa are receiving and reviewing complaints.

VI. ADMINISTRATIVE HEARINGS

1. Cynthia Jones – License No. 14003712A – Cause No. 2017HFA0008

Petition for Summary Suspension –
Motion to Approve Summary Suspension
Kelly Borrer/Mercedes Burgos 7/0/0

Brenda Buroker is the deputy director of long term care and recused herself due to her association with the referral surveyors and her knowledge of the survey prior to it becoming a complaint so she recused herself and left the room.

2. Christopher Lung – License No. 14005050A - Cause No. 2017HFA0004

Petition for Extension of Summary Suspension

Motion and second to Approve Extension of Summary Suspension

Jennifer Gappa/Mark Wolfschlag 7/0/0

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3. Horace C. Brown – License No. 14002588A – Cause No. 2017HFA0003

Administrative Complaint

Motion and second to Approve Continuance for settlement

Kelly Borrer/Chris Kelley 7/0/0

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4. Michael O'Brien – License No. 14004255A – Cause No. 2017HFA0005

Approved continuance – Has been in communication with DAG concerning a settlement agreement. KB/MW/7/0/0

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5. Sherry E. Harrison – License No. 14004572A- Cause No. 2017HFA0007

Administrative Complaint – Not present – Amanda requesting the board to hold her in default.

Motion made and seconded for default

Chris Kelley/Kathy Frank 7/0/0 Approved

Brenda Buroker recuse – Discussed options for disciplinary. Decided revocation without invitation to apply, \$1000 penalty, \$5 health records.

Mercedes Buroker/Jennifer Gappa 7/0/0

Motion made and seconded for revocation and fine.

Mercedes Burgos/Jennifer Gappa 7/0/0

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VII. APPLICATION REVIEW

No applications to review

VIII. DISCUSSION ITEMS

- 1) NAB Annual Meeting June 14 – 16 in Salt Lake City – Report** – MW discussed that NAB will not be offering CE certificates but are changing to an on line transcript for the

CEs. NAB would like to make the requirements for all states in line with each other. Next meeting in June.

2) **NAB Exam** – No discussion

3) **NAB Tip Sheet – handout** – No discussion

4) **Law exam** – Discussed when the last update for HFA/RCA law exams occurred. May be a good time to update along with having multiple exams instead of the current process.. It was questioned if the association could offer help in offering questions, not setting up the tests itself. Could there be a review of questions that are continually missed to see if they are still viable. Security for the exams was a concern, SR reminded everyone to not discuss questions with the AIT applicants. Having a meeting solely for the purpose of working on the questions was discussed as an option. The question was brought up about having the exam be an electronic exam.

5) **Board Officer Election**

Chair – Mark Wolfschlag – Motion made and seconded - SR/JG/8/0/0

Vice Chair – Kelly Borrer – Motion made and seconded - JG/CK/8/0/0

Liaison – Shelley Rauch/Jennifer Gappa – Motion made and seconded - SR/MB/8/0/0

IX. ADJOURNMENT – Meeting adjourned at 11:42



Mark Wolfschlag, Board Chair

3/2/18

Date

