

Memoranda of the
Certified Health Care Professions Commission

Tuesday, March 17, 2026 at 12:00 PM
Indiana Government Center
Conference Center, Conference Room A
402 West Washington Street
Indianapolis, Indiana, 46204

Governor Appointed Commission Members Present In-Person:

Shannon Harris, Nurse Aide/QMA/HHA, Term 9/1/25-8/31/29
Kelly Parker, Registered Nurse, Term 9/1/25-8/31/29
Janet Terrill, Registered Nurse, Term 9/1/25-8/31/29
Rebecca Bartle, Registered Nurse with Experience Training Nurse Aides, Term 9/1/25-8/31/29
Jill Dirbas, Health Facility Administrator, Term 9/1/25-8/31/29
James Sizemore, Nurse Aide/QMA/HHA, Term 9/1/25-8/31/29
Lisa Kelley, Consumer, Term 2/19/26-10/31/29

Governor Appointed Commission Members Present Virtually:

None

Governor Appointed Commission Members Absent:

None

Indiana Department of Health (IDOH) Staff Present:

Jessica Krug, Assistant Commissioner of Consumer Services & Health Care Regulation
Sara Caudell, Nurse Aide Training Supervisor
Arron Caquelin, Nurse Aide Training Surveyor

1. Call to Order and Establishment of Quorum

Meeting commenced at 12:00 PM by chairman, Rebecca Bartle.

Kelly Parker, Janet Terrill, Rebecca Bartle, Shannon Harris, Jill Dirbas, James Sizemore, and Lisa Kelley were present in person to establish a quorum.

2. Adoption of the Agenda

A motion was made by Jill Dirbas and seconded by Janet Terrill to approve the agenda as presented. Motion passed 7-0.

3. Adoption of the Memoranda

A motion was made by James Sizemore and seconded by Kelly Parker to approve adoption of the memoranda as presented. Motion passed 6-0. Lisa Kelley did not vote due to not being appointed and present at the last meeting.

4. Request for Finding Removal

a. Chelsey Post (Chasley Monroe)

After discussion, a request to table a vote until next month was made. IDOH is requested to reach out to the aide and request letters of recommendation that fit the criteria be provided.

b. Kelsey Duncan

After discussion, on a motion by James Sizemore, seconded by Jill Dirbas, the commission voted to approve the request for finding removal. Motion passes 7-0.

c. DeNaye Hayden Johnson

After discussion, on a motion by Shannon Harris, seconded by James Sizemore, the commission voted to approve the request for finding removal. Motion passes 7-0.

5. Investigations for Commission Review

- a. In the Matter of the Certification of Shemata Chatman, CNA2502337, a motion for a *finding* of Abuse & Neglect was made by James Sizemore and seconded by Jill Dirbas. Motion passed 6-0. Rececca Bartle recused herself from the vote. After the initial vote was completed, Shemata Chatman arrived for an appearance. The commission permitted her to share her recollection of the incident and then conducted another vote. A motion for a *finding* of Abuse & Neglect was made by Shannon Harris and seconded by Jill Dirbas. Motion passed 6-0. Rececca Bartle recused herself from the vote.
- b. In the Matter of the Certification of Savion Edmond, CNA2104312, a motion for a *finding* of Abuse was made by Kelly Parker and seconded by Janet Terrill. Motion passed 7-0.
- c. In the Matter of the Certification of Gina Gardner, QMA2100275, CNA1104805, & HHA1703430, a motion for a *finding* of Neglect was made by Janet Terrill and seconded by Shannon Harris. Motion passed 7-0.
- d. In the Matter of the Certification of India Harris-Holloway, CNA1301345 & HHA2404504, a motion for a *finding* of Misappropriation & Neglect was made by Shannon Harris and seconded by Jill Dirbas. Motion passed 7-0.
- e. In the Matter of the Certification of Autumn Herron, CNA2101042, a motion for a *finding* of Misappropriation was made by James Sizemore and seconded by Janet Terrill. Motion passed 6-0. Kelly Parker recused herself from the vote.
- f. In the Matter of the Certification of Shequitta Love (McKinney), CNA9812860, a motion for a *finding* of Abuse was made by Shannon Harris and seconded by Kelly Parker. Motion passed 7-0.
- g. In the Matter of the Certification of Lakisha Renee Odynski, CNA0806674, a motion for a *finding* of Abuse was made by Shannon Harris and seconded by Jill Dirbas. Motion passed 7-0.
- h. In the Matter of the Certification of Aisha Smith, CNA2301642, a motion for a *finding* of Abuse was made by Janet Terrill and seconded by James Sizemore. Motion passed 7-0.
- i. In the Matter of the Certification of Shelby Stair, HHA2400019, a motion for a *finding* of Misappropriation was made by Kelly Parker and seconded by James Sizemore. Motion passed 7-0.
- j. In the Matter of the Certification of Trinity Stamper, CNA2304331, a motion for a *finding* of Abuse was made by James Sizemore and seconded by Shannon Harris. Motion passed 7-0.
- k. In the Matter of the Certification of Miranda Tinkle, CNA2304672, a motion for a *finding* of Misappropriation was made by Janet Terrill and seconded by Jill Dirbas. Motion passed 7-0.

6. Sub-Committee Reports

a. HHA Training Curriculum & Process

Kelly Parker and Jill Dirbas shared that they met March 27 and continue to work on gaining knowledge from the SME (Subject Matter Experts) in the HHA field.

b. 473 Deep Dive

Becky Bartle shared the new business on this agenda covers those items identified by the subcommittee. The only outstanding item is the TTT (Train the Trainer) review. Janet Terrill shared that the three groups who present

TTT are meeting and she will update at the next commission meeting regarding their progress.

c. Testing

No update.

d. Inservice Audits

Jessica Krug shared the vendor meeting was moved to later this week. She will share an update at the next meeting.

7. Old Business

a. Clarification – Definition of Competency Evaluation Exam

After discussion, it was determined to table this until next month.

8. New Business

a. IDOH Process– Certified Nurse Aide Application & Registration

After discussion, a motion was made by James Sizemore and seconded by Kelly Parker to approve the process. Motion passed 7-0.

b. IDOH Process – Qualified Medication Aide Application & Registration

After discussion, a motion was made by Shannon Harris and seconded by Janet Terrill to approve the process. Motion passed 7-0.

c. IDOH Process – Insulin Sub-Type Application & Registration

After discussion, a motion was made by James Sizemore and seconded by Jill Dirbas to approve the process. Motion passed 7-0.

d. IDOH Process – Tube Feeding Sub-Type Application & Registration

After discussion, a motion was made by James Sizemore and seconded by Shannon Harris to approve the process. Motion passed 7-0.

e. IDOH Process – Certification Renewals (HHA, CNA, QMA, Insulin, and Tube Feeding)

After discussion, a motion was made by Kelly Parker and seconded by Jill Dirbas to approve the process. Motion passed 7-0.

f. IDOH Process – NATCEP Training Program Revocation

After discussion, a motion was made by James Sizemore and seconded by Janet Terrill to approve the process. Motion passed 7-0.

g. Current Certified Nurse Aide Curriculum

After discussion, a motion was made by James Sizemore and seconded by Janet Terrill to approve the process. Motion passed 7-0.

h. Current Qualified Medication Aide Curriculum

After discussion, a motion was made by James Sizemore and seconded by Jill Dirbas to approve the process. Motion passed 7-0.

i. Current Insulin Subtype Curriculum

After discussion, a motion was made by Jill Dirbas and seconded by James Sizemore to approve the process. Motion passed 7-0.

j. Current Checklists

After discussion, a motion was made by James Sizemore and seconded by Jill Dirbas to approve the process. Motion passed 7-0.

k. Current Initial & Final Steps

After discussion, a motion was made by James Sizemore and seconded by Shannon Harris to approve the process. Motion passed 7-0.

9. Adjournment

A motion was made by Jill Dirbas and seconded by James Sizemore adjourn the meeting. Motion passed 7-0.

