

**MINUTES
INDIANA STATE BOARD
OF
HEALTH FACILITY ADMINISTRATORS
TUESDAY JUNE 18, 2025
402 WEST WASHINGTON STREET, ROOM W064
INDIANAPOLIS, IN 46204**

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

Board Members Present:

Alicia Lambert
Josh Bowman
Rick Wilson
Elaine Wilson

Members Absent

Staff

Amy Hall, Director
Chris Shea-Russell, Assistant Director
Clearence Leatherback, Counsel for the HFA Board

II. ADOPTION OF THE AGENDA

Motion made by Rick Wilson and seconded Elaine Wilson by adopting the agenda.

Motion passes 4/0/0

Josh Bowman	AYE
Alicia Lambert	AYE
Rick Wilson	AYE
Elaine Wilson	AYE

III. ADOPTION OF THE MINUTES FROM APRIL 29, 2025, MEETING

Motion made by Rick Wilson and seconded by Alicia Lambert to adopt the meeting minutes from April 29, 2025.

Motion passes 4/0/0

Josh Bowman	AYE
Alicia Lambert	AYE
Rick Wilson	AYE
Elaine Wilson	AYE

IV. PERSONAL APPEARANCES

A. R & M Partners LLC - CE Sponsor

**A representative from R&M Partners, LLC. did not appear before the Board.
They are requesting approval for 2.5 hours**

A motion was made by Elaine Wilson and seconded by Alicia Lambert to approve the 2.5 hours that were submitted.

Motion passes 4/0/0

Josh Bowman	AYE
Alicia Lambert	AYE
Rick Wilson	AYE
Elaine Wilson	AYE

B. Audriana Malcomb - HFA Waiver Request

Audriana Malcomb appeared before the Board on her request for AIT Hours waiver request. She completed the Hope Course. She has assisted with the activities but not the care plan activities. She did request administrative waivers though the Board did not agree. The nursing waiver request of 220 was too much for the experience. The Board, after conferring, determined to provide her a waiver of hours of 120 hours in nursing, 40 hours in activities, no hours reduced in the administration. A total of 160 hours were waived.

The motion was made by Josh Bowman and seconded by Alicia Lambert.

Motion passes 4/0/0

Josh Bowman	AYE
Alicia Lambert	AYE
Rick Wilson	AYE
Elaine Wilson	AYE

C. Erin Allen – HFA Waiver Request

Erin Allen appeared before the Board on her AIT waiver request. Three hundred, twelve, 312, hours are the max amount that can be waived, which she has requested. Partial reduction for admissions and social services, 63 in HR, 43 hours to nursing, 40 hours in social , 83 for housekeeping, 83 in dietary, for a total of 312 hours waived. She also attended a specialized course of study.

A motion was made by Elaine Wilson and seconded by Alicia Lambert to approve

Motion passes 4/0/0

Josh Bowman	AYE
Alicia Lambert	AYE
Rick Wilson	AYE
Elaine Wilson	AYE

D. Ann Thomas RCA - Initial Application Positive Response

Did not appear before the Board. The Board did review the information she submitted with her application about her positive response. She stated it was easier for her to admit guilt and pay a fine in lieu of fighting it.

A motion was made by Elaine Wilson and seconded by Alicia Lambert to approve her application as submitted.

Motion passes 4/0/0

Josh Bowman	AYE
Alicia Lambert	AYE
Rick Wilson	AYE
Elaine Wilson	AYE

E. Zachary Allen Glassburn – Reinstatement

Zachary Allen Glassburn did appear before the Board about his reinstatement application. He has been actively working in the mental health/behavior health arena. He wishes to make a change and return to the field. Long term care field has changed immensely since he last practiced in the field, though he has been working in a skilled nursing facility. It was determined that he needed to take the national exam, since he has been out of the field for over three years.

A motion was made by Rick Wilson and seconded by Elaine Wilson in order for reinstatement, he must take and pass the NAB Exam.

Motion passes 4/0/0

Josh Bowman	AYE
Alicia Lambert	AYE
Rick Wilson	AYE
Elaine Wilson	AYE

F. Londa Couch - Reinstatement Positive Response

Londa Couch appeared before the Board with her attorney, regarding her positive response. She was criminally convicted of neglect of a dependent who was being molested by her husband for over eight years. Failure to report abuse of her own child is a sticking point for the Board, since everything must be reported as an administrator of a building. She has been working as a nurse at Ascension in Anderson for 14 months.

The abuser, her ex-husband is currently in jail. Londa Couch provided background what's occurred since her plea deal until now.

High concern by the Board of the lack of action to report these incidents that occurred.

A motion was made by Josh Bowman and seconded by Rick Wilson to deny the application for reinstatement.

Motion passes 4/0/0

Josh Bowman	AYE
Alicia Lambert	AYE
Rick Wilson	AYE
Elaine Wilson	AYE

V. ADMINISTRATIVE HEARINGS

NONE

VI. MOTIONS AND SETTLEMENT AGREEMENTS

NONE

VII. REPORT FROM THE OFFICE OF THE ATTORNEY GENERAL

VIII. DISCUSSION ITEMS

IX. ADJOURNMENT

Meeting adjourned at 11:18

**Next Scheduled Meeting:
August 12, 2025**



Josh Bowman, Chair

8/12/2025

Date