

**MINUTES
INDIANA STATE BOARD
OF
HEALTH FACILITY ADMINISTRATORS
TUESDAY AUGUST 4, 2026
402 WEST WASHINGTON STREET, ROOM W064
INDIANAPOLIS, IN 46204**

I. CALL TO ORDER AND ESTABLISHMENT OF QUORUM 10:03 a.m.

Board Members Present:

Elaine Wilson
Rick Wilson
Alicia Lambert
Josh Bowman

Members Absent

Ben Wells

Staff

Amy Hall, Director
Chris Shea-Russell, Assistant Director
Clarence Leatherby, Counsel for the HFA Board
Brad Repass, PLA Litigation
Margie Addington, Court Reporter

II. ADOPTION OF THE AGENDA

Motion made by Elaine Wilson and seconded Rick Wilson to approve the agenda.

Motion passes 4/0/0

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

III. ADOPTION OF THE MINUTES FROM June 3, 2026, MEETING

Motion made by Rick Wilson and seconded by Elaine Wilson to adopt the meeting minutes from June 3, 2026.

Motion passes 4/0/0

Elaine Wilson	AYE
Josh Bowman	AYE
Rick Wilson	AYE

Alicia Lambert AYE

IV. REPORT FROM THE OFFICE OF THE ATTORNEY GENERAL

No report was given

V. ADMINSTRATIVE HEARINGS

Michelle Hinze Cause Number 202602HFA0001

Michelle Hinze did not appear before the Board.

A motion was made by Alicia Lambert and seconded by Elaine Wilson to find in default.

Motion passes 4/0/0

Elaine Wilson	AYE
Alicia Lambert	AYE
Rick Wilson	AYE
Alicia Lambert	AYE

Proceeded without Michelle Hinze present. She was working on and expired license. There were three State Surveys while she was practicing with an expired license, two of the surveys occurred due to complaints against Michelle license. Exhibits submitted were the surveys completed by the State and interviews from residents and employees. The license renewal application was submitted AFTER the incidents in the exhibits occurred.

A motion was made by Elaine Wilson and seconded Rick Wilson by to suspend her license indefinitely.

Motion passes 4/0/0

Elaine Wilson	AYE
Alicia Lambert	AYE
Rick Wilson	AYE
Alicia Lambert	AYE

VI. PERSONAL APPEARANCES

Shauna Michalle Shafer – Renewal – Positive Response

Shauna Shafer appeared before the Board due to the positive response on her renewal. She provided letters of support to the Board. The internal operations were the foundation of her termination.

Motion made by Elaine Wilson and seconded Alicia Lambert to approve her renewal.

Motion passes 4/0/0

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

Paula E Carroll – Renewal – Positive Response

Paula Carroll did not appear before the Board.

A motion was made by Rick Wilson and seconded by Elaine Wilson to deny the renewal.

Motion passes 4/0/0

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

Roberta Scott – Renewal – Positive Response

Roberta Scott appeared before the Board about the positive response on her renewal. She reported she had been terminated on her renewal. She brought in documentation pertaining to her separation documentation.

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

Motion passes 4/0/0

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

Braylin Carpenter – Pre License Approval

•
Braylin Carpenter appeared before the Board to discuss his pre license application.

A motion was made by Alicia Lambert and seconded by Rick Wilson to approve pre licensure application.

Motion passes 4/0/0

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

Hardeep Kaur – Waiver Request

Hardeep appeared before the Board to discuss her Waiver Request. Her requested hours to be waived were reviewed.

A motion was made by Elaine Wilson and seconded by Alicia Lambert to approve the request waived hours.

Motion passes 4/0/0

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

Kelly Holt – Reinstatement

Kelly Holt appeared virtually. She applied for reinstatement. She actively worked as an HFA in Indiana in 1998. All her licenses were active in the late 90's.

Motion made by Elaine Wilson and seconded Alicia Lambert to deny reinstatement and to reapply as a new applicant. The hours to be waived can be reviewed by that application.

Motion passes 4/0/0

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

VI. DISCUSSION ITEMS

VII. ADJOURNMENT

Meeting adjourned at 10:51

Next Scheduled Meeting: