

**NURSING HOME ADMINISTRATORS EXAMINING BOARD
MEETING MINUTES
August 21, 2014**

PRESENT: Kenneth Arneson; Stefanie Carton; Timothy Conroy; Charles Hawkins; Lori Koepfel; Patrick Shaughnessy

EXCUSED: Loreli Dickinson; Susan Kinast-Porter; Paul Peshek

STAFF: Tom Ryan, Executive Director; Gretchen Mrozinski, Legal Counsel; Jelena Gagula, Bureau Assistant; Taylor Thompson, Bureau Assistant; and other Department staff

CALL TO ORDER

Kenneth Arneson, Chair, called the meeting to order at 9:32 A.M. A quorum of six (6) members was confirmed.

ADOPTION OF AGENDA

MOTION: Stefanie Carton moved, seconded by Patrick Shaughnessy, to adopt the agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES

MOTION: Patrick Shaughnessy, seconded by Charles Hawkins, to approve the minutes of May 22, 2014 as published. Motion carried unanimously.

LEGISLATIVE/ADMINISTRATIVE RULE MATTERS

MOTION: Patrick Shaughnessy moved, seconded by Stefanie Carton, to approve the Scope Statement on 165 NHA 2, 3, 4 relating to exam entrance requirements for submission to the Governor's Office and publication and to authorize the Chair to approve the scope for implementation no less than 10 days after publication. Motion carried unanimously.

EDUCATION AND EXAMINATION MATTERS

MOTION: Charles Hawkins moved, seconded by Patrick Shaughnessy, to **deny** the request for program approval of the Health Services Administration Bachelors program at Bryant & Stratton College. Motion carried unanimously.

CLOSED SESSION

MOTION: Patrick Shaughnessy moved, seconded by Lori Koeppel, to convene to Closed Session to deliberate on cases following hearing (§ 19.85(1) (a), Stats.); to consider licensure or certification of individuals (§ 19.85 (1) (b), Stats.); to consider closing disciplinary investigations with administrative warnings (§ 19.85 (1) (b), Stats. and § 440.205, Stats.); to consider individual histories or disciplinary data (§ 19.85 (1) (f), Stats.); and to confer with legal counsel (§ 19.85 (1) (g), Stats.). The Chair read the language of the motion aloud for the record. The vote of each member was ascertained by voice vote. Roll Call Vote: Kenneth Arneson - yes; Stefanie Carton - yes; Timothy Conroy - yes; Charles Hawkins - yes; Lori Koeppel – yes; Patrick Shaughnessy - yes. Motion carried unanimously.

The Board convened into Closed Session at 10:38 A.M.

RECONVENE TO OPEN SESSION

MOTION: Patrick Shaughnessy moved, seconded by Lori Koeppel, to reconvene in Open Session at 10:44 A.M. Motion carried unanimously.

CASE CLOSINGS

MOTION: Patrick Shaughnessy moved, seconded by Stefanie Carton, to close 13 NHA 025 against A.R.K for prosecutorial discretion (P2). Motion carried unanimously.

VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION, IF VOTING IS APPROPRIATE

MOTION: Patrick Shaughnessy moved, seconded by Charles Hawkins, to affirm all Motions made and Votes taken in Closed Session. Motion carried unanimously.

ADJOURNMENT

MOTION: Patrick Shaughnessy moved, seconded by Timothy Conroy, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 10:45 A.M.