

**NURSING HOME ADMINISTRATORS EXAMINING BOARD
TELECONFERENCE/VIRTUAL MEETING
MEETING MINUTES
November 20, 2014**

PRESENT: Kenneth Arneson, Stefanie Carton, Timothy Conroy (*in person*), Loreli Dickinson, Charles Hawkins, Susan Kinast-Porter, Lori Koepfel, Patrick Shaughnessy (*in person*)

EXCUSED: Paul Peshek

STAFF: Tom Ryan, Executive Director; and Taylor Thompson, Bureau Assistant

CALL TO ORDER

Kenneth Arneson, Chair, called the meeting to order at 9:39 A.M. A quorum of eight (8) members was confirmed.

ADOPTION OF AGENDA

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

APPROVAL OF MINUTES

MOTION: Stefanie Carton moved, seconded by Timothy Conroy, to approve the minutes of August 21, 2014 as published. Motion carried unanimously.

LEGISLATIVE/ADMINISTRATIVE RULE MATTERS

165 NHA 2, 3, 4 ENTRANCE TO EXAMS

MOTION: Patrick Shaughnessy moved, seconded by Timothy Conroy, to authorize the Chair to approve the revisions to 165-NHA 2, 3, and 4 relating to entrance to exams, posting of EIA comments and submission to the Clearinghouse. Motion carried unanimously.

Connection with Susan Kinast-Porter was lost before convening into Closed Session.

CLOSED SESSION

MOTION: Timothy Conroy 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; Loreli Dickinson - yes; Charles Hawkins - yes; Lori Koeppel - yes; Patrick Shaughnessy - yes. Motion carried unanimously.

The Board convened into Closed Session at 9:53 A.M.

RECONVENE TO OPEN SESSION

MOTION: Lori Koeppel moved, seconded by Loreli Dickinson, to reconvene in Open Session at 9:58 P.M. Motion carried unanimously.

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

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

CASE CLOSINGS

MOTION: Timothy Conroy moved, seconded by Charles Hawkins, to close DLSC case number **13 NHA 042, against A.L.K., for prosecutorial discretion (P2)**. Motion carried unanimously.

MOTION: Stefanie Carton moved, seconded by Patrick Shaughnessy, to close DLSC case number **14 NHA 020, against D.F.Z., for no violation (N2)**. Motion carried unanimously.

RATIFICATION OF LICENSES AND CERTIFICATES

MOTION: Charles Hawkins moved, seconded by Stefanie Carton, to delegate ratification of examination results to DSPS staff and to ratify all licenses and certificates as issued. Motion carried unanimously.

ADJOURNMENT

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

The meeting adjourned at 10:02 A.M.