



**Government of the District of Columbia
Department of Health
Board of Long-Term Care Administration**

MEETING MINUTES
899 NORTH CAPITOL ST. NE – 2ND FLR.
WASHINGTON, DC 20002

May 14, 2014

10:00 am - 12:00 pm



**Government of the District of Columbia
Department of Health
Board of Long-Term Care Administration**

BOARD MEMBERSHIP/ATTENDANCE: 10:11am

BOARD MEMBERS:		
Present	Steven Nash, Chairperson	
	Keysha Dale, Board Member	
	Christy Kramer, Board Member	
QUORUM:	YES	
STAFF:	Robin Jenkins, Executive Director	
	Fatima Abby, Health Licensing Specialist	
	Leonard Howard, Investigator, substituting for Deb Moss, Investigator	
LEGAL STAFF:	Panravee Vongjaroenrat, the Office of Attorney General	
VISITORS:	None	

The minutes begins on the next page.



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OPEN SESSION

OS-0514-01	<p><u>OPEN SESSION MINUTES</u> Consideration of the Open Session Minutes of the April 9, 2014 meeting.</p> <p>The Board unanimously approved the open session minutes.</p>	
OS-0514-02	<p><u>BOARD/DEPARTMENT'S REPORT</u></p> <p>A. <u>SENIOR DEPUTY DIRECTOR'S REPORT</u> There was no report from the Senior Deputy Director.</p> <p>B. <u>EXECUTIVE DIRECTOR'S REPORT</u> Ms. Robin Jenkins, Executive Director, updated the Board about Ms. Keysha Dale's travel request.</p> <p>C. <u>BOARD ATTORNEY'S REPORT</u> There was no report from the Board attorney.</p> <p>D. <u>CHAIRPERSON'S REPORT</u> Mr. Steve Nash, spoke about the professional membership organization NAB and its upcoming conference. He also encouraged board members to become involved with NAB committees.</p> <p>The Board will also work on the District Examination. The Board also spoke about computerizing the examination.</p>	
OS-0514-03	<p><u>LONG-TERM CARE ADMINISTRATION RULEMAKING</u></p> <p>The chairperson appointed Ms. Dale to chair the rulemaking committee with members Ms. Jenkins, Ms. Vongjaroenrat, and the representative from the local chapter of long term care administrators. The Committee will bring recommendations for regulations for the new professions of assisted living and home health care administration.</p>	