

INDIANA STATE BOARD OF HEALTH FACILITY ADMINISTRATORS

January 24, 2012

MINUTES

I. CALL TO ORDER AND ESTABLISHMENT OF QUORUM

Mrs. Shelley Rauch called the meeting to order at 10:04 a.m. and a quorum was established in Room W064 in the Indiana Government Center South, 402 W. Washington Street, Indianapolis, IN 46204.

Board Members Present:

Shelley Rauch, HFA, President
Christine Shuey, HFA, Member
Dr. William Province, II, Member
Kelly Borrer, HFA, Member
Becky Koors, Member
Arlene Franklin, Member
Jennifer Gappa, HFA, Member

Board Members Absent:

Colleen Matthews, HFA, Member
Kathy Frank, Member
Nan Girton, Consumer Member
Gina Berkshire, Member

State Officials Present:

Tasha Coleman, Board Director, Indiana Professional Licensing Agency
Gordon White, Board Advisory Council, Office of the Attorney General

II. ADOPTION OF THE AGENDA

A motion was made and seconded to adopt the agenda, as amended.

Province/Franklin
7/0/0 Motion carried

III. ADOPTION OF THE MINUTES FROM THE NOVEMBER 3, 2011 MEETING OF THE BOARD

A motion was made and seconded to adopt the minutes from the November 3, 2011 meeting, as amended.

Shuey/Province
7/0/0 Motion carried

IV. PERSONAL APPEARANCE

A. Chad Knisley
Re: Positive Response Application

Mr. Knisley did personally appear before the board as per their request to discuss his positive response application for licensure as a Health Facility Administrator. Mr. Knisley is currently on criminal probation for an alcohol related offense. After hearing testimony and reviewing the file, a motion was made and seconded to approve Mr. Knisley to enter the AIT program and to submit proof of successful completion of criminal probation prior to the full license being issued.

Gappa/Shuey
7/0/0 Motion carried

B. James Hobbs
Re: Criminal Background Check

Mr. Hobbs did personally appear before the board as per their request to answer questions regarding his criminal background check. Mr. Hobbs failed to answer yes on his application for licensure and had been arrested for and charged with driving under the influence. After hearing testimony and reviewing the file a motion was made and seconded to deny the application based on the fact that he falsified his application and did not answer yes on his application when he should have.

Borror/Franklin
7/0/0 Motion carried

V. ADMINISTRATIVE HEARINGS

A. In the matter of the license of Lynnette M. Matteson, HFA, License Number 14004507A
Cause No.: 2011 HFA 0009
Re: Complaint
Continued

B. In the matter of the license of Laura Frank, HFA, License Number 14002646A
Cause No.: 2011 HFA 0010
Re: Complaint

Parties and Counsel Present:
Michael A. Mingling, OAG
Greg A. Small
Laura Frank, HFA

Witnesses:
Laura Frank, HFA

Participating Board Members:

Shelley Rauch, HFA
Christine Shuey, HFA
Dr. William Province, II
Kelly Borrer, HFA
Becky Koors
Arlene Franklin
Jennifer Gappa, HFA

Court Reporter:

Susan Hessman

Case Summary: A complaint was filed in the matter on September 13, 2011 alleging that the Respondent had failed to do the following: implement personnel policies and procedures that defined job responsibilities, and accountability, ensure the health, safety and welfare of patients, ensure that personnel are present in number and ability to attain and maintain the highest practicable level of physical, mental, and psychological well-being for each resident as well as implement policies and procedures with regards to outings and field trips to ensure accountability of all residents involved.

Resolution: After reviewing the proposed settlement agreement and hearing testimony a motion was made and seconded to accept the proposed settlement agreement.

Borrer/Koors
7/0/0 Motion carried

- C. **In the matter of the license of Matthew G. Maupin, HFA, License Number 14004601A**
Cause No.: 2011 HFA 0013
Re: Complaint
Continued
- D. **In the matter of the license of Joyce A. Hayne, HFA, License Number, 14003425A**
Cause No.: 2011 HFA 0014
Re: Complaint
Continued
- E. **In the matter of the license of Kimberly Lane Anthony, HFA, License Number, 14003156A**
Cause No.: 2007 HFA 0002
Re: Notice of Proposed Default

Parties and Counsel Present:

Amber Swartzell, OAG

Witnesses:

None

Participating Board Members:

Shelley Rauch, HFA
Christine Shuey, HFA
Dr. William Province, II
Kelly Borrer, HFA
Becky Koors
Arlene Franklin
Jennifer Gappa, HFA

Court Reporter:

Susan Hessman

Case Summary: A complaint was filed in this matter on March 22, 2007 which indicated that the Respondent had failed to respond to the random continuing education audit from 2006. On May 17, 2010 the board issued a Notice of Proposed Default based on the fact that the respondent failed to pay her fine and costs to total \$1,307.18 within 90 days of the date of the final order.

Resolution: After hearing the case history a motion was made and seconded to find Ms. Anthony in default.

Shuey/province
7/0/0 Motion carried

After hearing testimony from the OAG a motion was made and seconded to order Ms. Anthony to pay her fine and cost of \$1,307.18.

Borrer/Franklin
7/0/0 Motion carried

For failure to pay the fine and costs from 2006 a motion was made and seconded to suspend the HFA license of Ms. Anthony for a period of not less than 10 years from the date of the final order.

Borrer/Franklin
7/0/0 Motion carried

VI. APPLICATION REVIEW

A. Charsie Miller
Re: Provisional Application

A motion was made and seconded to approve pending receipt of a clear CBC the provisional license application of Charsie Miller.

Borrow/Gappa
7/0/0 Motion carried

VII. DISCUSSION

- A. Continuing Education:** Tasha Coleman discussed the possibility of changing the rules regarding CE which would require administrators complete Category I & II hours to reflect the requirements for other professions such as psychologist, and the occupational and physical therapy. The other option would be to limit the number of hours which are attainable online, which dentist completed during the 2011 legislative session. Tasha will send the Board and associations copies of other boards/committees CE rules for discussion at the next meeting.
- B. OAG Report:** The board reviewed the OAG consumer compliant report. We will be asking the OAG to add a column to the report that indicated the number of complaints that were closed and a warning letter was sent. Additionally, the board wants to inform the OAG that there was a summary suspension in 2011 which was not indicated on the report.

VIII. ADJOURNMENT

There being no further business, and having completed its duties, the meeting of the Indiana State Board of Health Facility Administrators adjourned at 11:49 a.m.


Shelley Rauch, Chair