



**STATE OF LOUISIANA  
BOARD OF EXAMINERS OF  
NURSING FACILITY ADMINISTRATORS**

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**MINUTES  
FEBRUARY 9, 2022 QUARTERLY BOARD MEETING**

The Louisiana Board of Examiners of Nursing Facility Administrators (LABENFA) conducted its regularly-scheduled board meeting, in person at the board's office and *via* videoconference on February 9, 2022 in accordance with applicable law and gubernatorial proclamation(s).

**Board Members Present:**

Mr. Jamie Shelton, Chair	Dr. Sharon Hutchinson	Mr. Teddy R. Price
Mr. Jack Sanders, Vice Chair	Mrs. Patricia LaBrosse	Mr. Delbert Wilbanks
Mr. Cullen Brewer	Mr. Bill Ledbetter	Mr. Kemp Wright
Mr. Scott Crabtree	Dr. Susan Nelson	

**Board Members Absent:**

Mr. Andrew Perilloux

**Others Present:**

Mark A. Hebert, Executive Director  
Kristie Mascarella, Assistant Executive Director  
Thomas E. Devillier, Legal Counsel

**I. CALL TO ORDER**

The meeting was called to order at or about 1:02 p.m. by Chair Jamie Shelton.

**II. ROLL CALL**

A roll call was conducted by Ms. Mascarella. *See*, attendance detailed above.

**III. DISPOSITION OF NOVEMBER 10, 2021 MEETING MINUTES**

Mr. Crabtree made a motion to approve the minutes of the November 10, 2021 board meeting, which was seconded by Mr. Sanders, and unanimously approved.

#### **IV. OATH OF OFFICE**

Mr. Brewer, Long Term Care Manager, Health Standards Section, Louisiana Department of Health (LDH) was sworn in as a board member at 1:06 p.m. following his swearing the oath of office as required by law. Mr. Brewer replaces his predecessor, Mr. Malcolm Tietje, as one of the two board members appointed by LDH.

#### **V. NOMINATING COMMITTEE REPORT**

Mr. Price presented the Nominating Committee Report, nominating Mr. Shelton to serve as Chairman and nominating Mr. Sander to serve as Vice Chairman. Mr. Ledbetter made a motion to adopt the Nominating Committee Report, which was seconded by Mr. Sanders, and unanimously approved.

Mr. Shelton thanked the board and took his first action as chairman to recommend that the board pursue a concurrent resolution of the Louisiana Legislature during the 2022 Regular Session to honor and offer condolences for the immediate past board chairman, Mr. Earl Thibodaux, who passed away in December 2021 while serving as board chairman. Ms. Labrosse made a motion that the board seek a sponsor for the prospective legislation, which was seconded by Chair Shelton, and unanimously approved.

#### **VI. EXECUTIVE DIRECTOR REPORT**

Mr. Hebert presented the Executive Director Report and focused on how his 26- year working relationship with Mr. Thibodaux turned into a lifelong friendship with “Mr. T” and his wife, Ms. Anne Thibodaux. Mr. Hebert further noted how much Mr. Thibodaux cared for and took pride in the long-term care industry and his role as board chairman.

Mr. Hebert informed the board that LDH promulgated rules revisions in September 2021, relating to minimum licensure standards for nursing homes (LA Administrative Code, Title 48, Subpart III, Chapters 97-100).

Mr. Hebert discussed registration statistics and the dire need for the industry to train more AITs whenever possible and mentioned that Mr. Eddie Borland has been working to coordinate university visits to cultivate interest in students’ pursuit of long-term care administration. Currently, there are only 574 licensed nursing facility administrators. In 2021, there were 635 licensed nursing facility administrators.

Mr. Hebert continued by updating the members regarding the board’s transition from Trisine Technologies, Inc. to Daytech, L.L.C. for information technology services and the advancements that have been made to date. Mr. Hebert requested that the board authorize expenditure of certain funds relating to specific printer and office supplies. Mr. Crabtree made a motion to approve the expenditure, which was seconded by Mr. Sanders, and unanimously approved.

Mr. Crabtree requested information regarding Tulane University's board appointee, specifically asking which member served in that capacity. Mr. Hebert and Mr. Devillier confirmed that Mr. Wilbanks serves on behalf of Tulane University after reviewing the membership roster.

Mr. Wilbanks made a motion to accept the Executive Director report, which was seconded by Dr. Nelson, and unanimously approved.

## **VI. EDUCATION COMMITTEE REPORT**

Mr. Hebert presented the Education Committee Report and noted AIT training was down statewide as of the meeting date. Mr. Hebert also addressed the most recent examination results of recent applicants. Chair Shelton noted that continuing effects of the COVID-19 pandemic appear to be impacting the number of new licensure applications being submitted to the board. Following a short discussion, Mr. Wright made a motion to accept the report, which was seconded by Mr. Ledbetter, and unanimously approved.

## **VII. FINANCE COMMITTEE REPORT**

Mr. Hebert presented the Finance Committee Report, covering all financial statements through December 2021 and the Accounting Firm's compilation report dated February 7, 2022.

Mr. Wright requested additional information regarding a \$3,300.00 board expense. Mr. Price asked Mr. Hebert whether the board's annual budget would remain stable if LABENFA and LNHA's joint 2022 annual conference matched only the revenues of the 2021 joint annual conference, which remained reduced from years preceding the COVID-19 pandemic. Mr. Hebert answered affirmatively. Following a short discussion, Mr. Sanders made a motion to accept the Finance Committee report, which was seconded by Mr. Ledbetter, and unanimously approved.

## **VIII. REVIEW – LICENSURE APPLICATIONS**

Mr. Hebert presented ten (10) licensure application(s) for review:

- Ashley Thomas (T3671) – Training with DeRidder Retirement (Michael Tugwell).
- Cindy Smith (T3677) – Training with The Oaks (Marta West).
- John Mauldin (T3678) – Training with Jo Ellen Smith (Blake Lipari).
- William Troupe (T3679) – Training with Forest Manor (Clay Pere).
- Abigail Bordelon (T3680) – Training with Central Management.
- Hayley Zell (T3681) – Training with The Summit Nursing & Rehab (Lauren Pinion).
- Kelley Thomas (T3682) – Training with Cornerstone at the Ranch (Bertha Mire).

- Nekaira Carter (T3683) – Training with Landmark of Baton Rouge (James Smith).
- Jarred Brandon (T3684) – Training with Kris Cooley.
- Will Bonham (T3685) – Training with Keith Farrington.

Any applicant, who receives a baccalaureate degree pursuant to the LSUA Elder Care curriculum and clinical internship are granted an education-based training waiver in accordance with LAC 46:XLIX.713 upon application approval.

Mr. Sanders made a motion to approve the aforementioned applications en globo, which was seconded by Mr. Price, and unanimously approved.

#### **IX. REVIEW – WAIVER APPLICATIONS**

No waiver applications were reviewed.

#### **X. RECIPROCITY: TO LOUISIANA**

The board reviewed the reciprocal licensure application of Dr. J. Shrewsbury and discussed applicable requirements imposed by the Nursing Facility Administrators Law (R.S. 37:2501 et seq) and LAC 46:XLIX.1107. Following a short discussion, Mr. Sanders made a motion to deny Dr. Shrewsbury’s application for reciprocal licensure, which was seconded by Mr. Price, and unanimously approved.

Following the denial of Dr. Shrewsbury’s application, Mr. Crabtree recommended that Mr. Hebert contact Dr. Shrewsbury and discuss any additional documents or information supporting a partial waiver of certain licensure requirements.

One other application was

#### **XI. RECIPROCITY: FROM LOUISIANA**

The board reviewed the following information regarding licensee(s) who became licensed in other jurisdictions:

- Tonya Drake (3290) (Mississippi).
- Shelby Dunn (3365) (Alabama).
- Donise Boscareno (1186) (Mississippi).

#### **XII. UNFINISHED BUSINESS**

Mr. Sanders requested a copy of the annual training materials required to be completed by board members. Mr. Hebert and Ms. Mascarella confirmed they would provide him with copies of or access to the materials.

**XIII. NEW BUSINESS**

No new business was discussed.

**XI. NEXT MEETING**

The next board meeting was tentatively scheduled for Monday, May 2, 2022 at 12:00 p.m.

**XII. MEETING EXPENSES**

Mr. Crabtree made a motion to authorize expenditures covering applicable meeting expenses, which was seconded by Mr. Wilbanks, and unanimously approved.

**XIII. ADJOURN**

Mr. Wright made a motion to adjourn, which was seconded by Ms. Labrosse, and unanimously approved at or about 2:00 p.m.