



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

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QUARTERLY BOARD MEETING MINUTES
SEPTEMBER 7, 2016

The LA Board of Examiners of Nursing Facility Administrators met September 7, 2016, at the Marriott Hotel, 555 Canal Blvd., New Orleans, LA in the 4th Floor Balcony K Conference Room.

Board Members Present:

Teddy R. Price – Chairman	Randy Davidson – DHH	Bill Ledbetter
Earl Thibodaux – Vice Chairman	Ronnie Goux	Delbert Wilbanks
Scott Crabtree	Dr. Sharon Hutchinson	

Also present:

Mark Hebert, Executive Director	H. David Smith – Board attorney
MaryAlice Durham, Asst. Executive Director	Cheryl Young, Executive Assistant

Absent:

Margie Huguet – DHH	Dr. Susan Nelson	Kemp Wright
Patricia LaBrosse	Jack Sanders	

Call to Order

The meeting was called to order at 12:15 PM by Teddy R. Price, Chairman. Mr. Price welcomed Randy Davidson and Bill Ledbetter to our Board. Mr. Price informed the members that the Board has made some changes lately, that we have an ample supply of funds, and that we try to make sure we are a service to the administrators. Some of the recent changes resulted in looking closer in the waiver process and having stricter requirements.

Review/Approval of Agenda/Minutes

The Board reviewed today's agenda (Tab 1). Motion to accept the Agenda was made by Mr. Goux and seconded by Mr. Crabtree and unanimously approved. After a brief review of the July 27, 2016, minutes, Mr. Crabtree made a motion to approve the minutes (Tab 2) as written. The minutes were seconded by Mr. Goux and unanimously approved.

Executive Directors Report

Before the Executive Director's report began, Mr. Price informed the Board members of the impact the flooding had to Mr. Hebert and others in Baton Rouge and Denham Springs.

Mr. Hebert continued by informing the members that we had no problems to our Board office but he personally wanted to thank everyone for all the support received during this difficult time.

Mr. Hebert presented the Executive Director's report (Tab 3). Mr. Hebert again welcomed our newest members, Randy Davidson and Bill Ledbetter. We are looking forward to having them join us.

Mr. Smith attended the Executive Director's meeting in Mr. Hebert's absence, while he was recovering from the flood, concerning SCR65. This meeting solely comprised of Executive Directors and Senator Mill's staff to explain what Senator Mill's expected out of the resolution. Currently LDH has no authority over a specific board where the complainant is dissatisfied by the Board or not content that the Board took no action.

Mr. Smith also attended the SCR65 task force meeting in Mr. Hebert's absence. This meeting was with LDH and State Executive Directors from all Boards. He reported that the majority of Boards are comprised of 80–90% professionals and our Board is the most diverse Board statutorily. Our Board is a dedicated Board that manages and functions very well. A follow up meeting is scheduled for September 26, 2016 with questions to be answered beforehand. Mr. Hebert will attend that meeting.

The Board office received a letter from the Cash Management Review Board. The letter explains the detailed reporting of finances. They are looking for surplus funds that are not dedicated. Right now we have the designated funds that are estimated to be used before the end of the fiscal year.

Mr. Crabtree made a motion to accept the Executive Report. It was seconded by Mr. Wilbanks and unanimously approved.

Education Committee Report

Mr. Hebert presented the Education Report (tab 4). After a brief review of the reports, motion was made by Mr. Wilbanks to accept the education reports as presented, seconded by Mr. Crabtree and unanimously approved.

Finance Committee Report

Mr. Hebert presented the Finance reports together with the annual budget for board approval (Tabs 5 & 6). After a brief review Mr. Thibodaux made a motion to accept the Financial Committee reports together with the annual budget; seconded by Mr. Wilbanks and unanimously approved.

Review of Applicants

Applications were made available for review (Tab 11). Applicants' files were distributed for review. After a brief discussion, motion to ratify the following individuals, individually, to sit for the examinations was made by Mr. Crabtree; seconded by Mr. Wilbanks, motion carried unanimously.

- T 3429 **Forrest Collins**..... Training at Carrington Place in N. O. with Kim Byers
- T 3446 **Seth Guilbeaux**..... Plans to train
- T 3447 **Christelle Benade**.... Training at Old Jefferson CommCare in B R. with Howard Sadler
- T 3448 **Misty Blanchard**.... Training at Carrington Place in B. R. with Ronald Albin
- T 3449 **Betty Powell**..... Training at Carrington Place in B. R. with Ronald Albin

Waiver Exam Report: Allen McCartney’s report tabled, waiver interview was unable to be scheduled prior to Board meeting

Reciprocity TO Louisiana none

Reciprocity FROM Louisiana

Reciprocity from LA requests from two Administrators reviewed; no motion necessary.

2497	Alicia Barnes (to TN).....	Licensed in LA 2003 – current
3292	Rita Crabtree (to KY).....	Licensed in LA 2012 - 2014

Unfinished Business: none

New Business

Mr. Price, Board Chair updated the Committee list due to the changes in the Board members.

Adjourn/Pay for Meeting Expenses

There being no further business, at 12:55 PM, motion was made by Mr. Wilbanks; seconded by Mr. Goux and unanimously approved to adjourn and pay for the meeting expenses.

Approval of Next Meeting

The board members took a few minutes and reviewed the calendar provided to decide when the next quarterly Board meeting will be set. It was determined to set the next meeting for Wednesday, February 8, 2017, at the Baton Rouge office at 1:00.

Minutes submitted by MaryAlice Durham, Assistant Executive Director