



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

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**MINUTES OF
FEBRUARY 12, 2020 QUARTERLY BOARD MEETING**

The Louisiana Board of Examiners of Nursing Facility Administrators (“LABENFA”) met February 12, 2020, at the LABENFA office located at 5647 Superior Drive, Baton Rouge, LA 70816 for its quarterly Board meeting.

Board Members Present:

- Earl Thibodaux, Chairman
- Delbert Wilbanks, Vice-Chairman
- Scott Crabtree
- Dr. Sharon Hutchinson
- Patricia LaBrosse
- Bill Ledbetter
- Dr. Susan Nelson
- Andrew Perilloux
- Teddy R. Price
- Jack Sanders
- Malcolm Tietje
- Kemp Wright

Board Members Absent:

- Ronnie Goux

Also Present:

- Mark Hebert, Executive Director
- Mary Alice Durham, Assistant Executive Director
- Cheryl Kindrix, Executive Assistant
- Thomas E. Devillier, General Counsel

I. CALL TO ORDER

The meeting was called to order at 1:05PM by Earl Thibodaux, Chairman.

II. ROLL CALL

See, attendance detailed above.

III. DISPOSITION OF AGENDA & MINUTES

The Board reviewed today's Agenda (Tab 1). Dr. Nelson made a motion to approve the Agenda, which was seconded by Mr. Wright and unanimously approved. The Board reviewed the November 6, 2019, Minutes (Tab 2). Mr. Price made a motion to approve the minutes, which was seconded by Mr. Crabtree and unanimously approved.

IV. EXECUTIVE DIRECTOR REPORT

Mr. Hebert presented the Executive Director Report (Tab 3). Mr. Hebert commented on all of the following during the Report:

- 125 people are registered to attend the February 20, 2020 LNHA/LABENFA seminar, which is a higher number of registrants than in 2019. He thanked the Board members for informing administrators and nurses about the seminar.
- The Fiscal Year 2020-2021 re-registration form was revised to remove the 'Date of Birth' entry and to include other minor, technical changes.
- Online payment processing through the LABENFA website was temporarily delayed due to Louisiana Interactive (LAI) changing financial institutions. The Board was informed that online payment processing would be available in March 2020 and that the re-registration form would also be delivered electronically.
- Mr. Hebert and Mr. Devillier informed the board regarding specific administrative law information affecting state agencies and training received from the Council on Licensure, Enforcement & Regulation (CLEAR) at the December 2019 conference conducted in Baton Rouge, LA.
- Mr. Hebert ended the Report by thanking the Board members for their time.

Mr. Crabtree made a motion to approve the Executive Director Report, which was seconded by Mr. Tietje and unanimously approved.

V. EDUCATION COMMITTEE REPORT

Mr. Hebert presented the Education Report (tab 4) and noted the quarterly statistics (Tab 12). He discussed the February 2018 and February 2019 totals, which exhibit an increase in numerous categories including the overall number of licensed administrators. Mr. Hebert also informed the Board regarding details of the March 2020 NAB Seminar and preceptor training. After a review of the statistics, Dr. Nelson made a motion to accept the Education Report, which was seconded by Mr. Tietje and unanimously approved.

VI. FINANCE COMMITTEE REPORT

Mr. Wright presented the Finance Report (Tabs 5 & 6). The Finance Report included statistics for October, November, and December 2019. Mr. Wright guided the Board members to the December statistics and noted that LABENFA is generally ahead financially and "has funds in the bank." Mr. Wright opened the topic for discussion. After a review of the statistics, Mr. Wilbanks made a motion to accept the Finance Report, which was seconded by Mr. Crabtree and

unanimously approved.

VII. APPLICATION REVIEW

The Board reviewed Licensee Applications (Tab 11). After brief discussion, Mr. Wilbanks made a motion to authorize the following individuals to sit for examinations, which was seconded by Mr. Price and unanimously approved:

- **Hunter Lawrence** (T3601) – Plans to train at Ascension Oaks (Brett Arceneaux).
- **Angela Smith** (T3602) – Training at Princeton Place in Ruston (Doug Bice).
- **Mark Mahoney** (T3604) – Training at Maison de Lafayette (Joseph McPherson, III).
- **Kimberly Spagnuolo** (T3605) – Training at St. Margaret’s in New Orleans (Marianna Dion).
- **Ben Stott** (T3606) – Trained at Grace Nursing Home in Slaughter (Martin Stott, Jr.).
- **Diane Petrie** (T3607) – Training at St. Jude in N. O. (Larry Stansberry).
- **Lauren Barras** (T3608) – Training at Maison Tech Nursing in Jeanerette (Haley Boutte).
- **Rose ‘Marla’ Green** (T3610) – Plans to train at Christus St. Joseph (Anna Warren).
- **Teddy Darrell Price** (T3611) – Training at Plantation Manor in Winnsboro (Keith Ferrington).
- **Lisa Dupree** (T3612) – Dupree is a licensed physical therapist and plans to train in Shreveport.
- **Cayla Scott Kennedy** (T3613) – Plans to train at Lambeth House and Heritage Manor.
- **Cameron Deville** (T3615) – LSUA; Trained at Matthews Memorial (Matthew Smart).

VIII. WAIVER REVIEW

The Board reviewed the following Waiver Requests:

- **Michelle Peterson** (3598) – Ms. Peterson requested a full waiver based upon her experience as a LA administrator. Further, she passed the state exam and both CORE and NHA tests and re-applied in the time allotted by rule. Chairman Thibodaux conducted her waiver exam and provided his favorable recommendation to the Board. After brief discussion, Mr. Crabtree made a motion to authorize a full waiver request pursuant to LABENFA rules, which was seconded by Mr. Wilbanks and unanimously approved.
- **Rebecca Lewis** (3589) – Ms. Lewis’ waiver exam and request was postponed due to illness.

IX. RECIPROCITY: TO LOUISIANA

The Board reviewed the following Reciprocity Applications from administrators licensed in states other than Louisiana. After a brief review of applicant records, the following motions were made:

- **Lonnie Hoffpauir** (T3609) (North Carolina) – Provisional license issued 1/24/2020; Hoffpauir was originally licensed as an administrator in Louisiana (1973-2000) then became licensed in North Carolina (195-2007) and currently holds a Texas license (1996 – current). Only Hoffpauir’s board approval remained pending at the time of the meeting. Dr. Nelson made a motion to accept Lonnie Hoffpauir’s application, which was seconded by Mr. Wright and unanimously approved.
- **Momin Afrede** (T3614) (Connecticut) – Provisional license issued 2/24/2020; Afrede was originally licensed as an administrator in Connecticut on December 23, 2019; Afrede completed AIT training in 12 months while supervised by Donna Stango; Stango provided a letter of recommendation; Afrede intends to move to Baton Rouge in February 2020. Afrede’s criminal background check, state examination, and board approval remained pending at the time of the meeting. Ms. LaBrosse made a motion to accept Momin Afrede’s application, which was seconded by Mr. Wilbanks and unanimously approved.
- **Cindy Kendall** (T3616) (Texas) – Provisional license issued on 2/11/20; Kendall was originally licensed as an administrator in Texas (1981 – current). Only Kendall’s board approval remained pending at the time of the meeting. Mr. Price made a motion to accept Cindy Kendall’s application, which was seconded by Mr. Crabtree and unanimously approved.

X. RECIPROCITY: FROM LOUISIANA

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

- **Jacob Banaka** (T3319) (Texas) – Banaka has been the administrator at Heritage Manor South in Shreveport, LA; Licensed in LA from 03/14/2014 – 12/31/2020.
- **Tyler Buccola** (T3319) (Texas) – Buccola relocated to Texas in 2018 and is working for Diversified Lake Highlands Nursing Facility in Dallas, TX; Licensed in LA from 03/05/2018 – 12/31/2020.

No vote is required regarding licensees who become licensed as an administrator in another state.

XI. UNFINISHED BUSINESS

None.

X. NEW BUSINESS

Mr. Hebert requested Mr. Devillier speak to the Board concerning the proposed amendments to LABENFA’s administrative rules (LAC 46:XLIX.101 et seq.). Mr. Devillier indicated to the Board that he and Mark expected extended deliberation of the proposed, comprehensive amendments and that all of the amendments were not necessarily “politically or legislatively” advisable. Further, Mr. Devillier reminded the Board that the scope of his assignment was to

draft a proposed set of amended rules and to receive approval of the proposal from Mr. Hebert prior to distributing or meeting with the Board regarding the amendments. Lastly, Mr. Devillier indicated that he and Mark reviewed the amendments numerous times over the course of several months prior to circulating the initial draft in November 2019 to all board members.

Mr. Price gave feedback on concerns he had with the proposed amendments. Further, it was recommended that adoption of any of the proposed amendments should first be considered by the Policy and Procedures Committee prior to a vote of the Board in its entirety. After extended discussion, Mr. Crabtree, who serves as Chairman of the Policy and Procedures Committee, indicated such committee will schedule a meeting for the specific purpose of reviewing the amendments, review them in their entirety, and make a recommendation to be proposed to the Board at a later date. Further, Mr. Crabtree requested all board members provide he and Mark with all feedback on the amendments within approximately two (2) weeks.

Following additional discussion relating to when and how the committee will meet, Mr. Crabtree invited all Board members to attend the Policy and Procedures Committee Meeting when it reviews the amendments. The purpose of the meeting shall be to compile and organize the amendments to propose a formal recommendation to the Board at a later date.

XI. NEXT MEETING

The next Board meeting was proposed to be scheduled for Wednesday, May 13, 2020, at the Board office located at 5647 Superior Drive, Baton Rouge, LA 70816. Additional meetings were tentatively scheduled for August 12, 2020 and November 4, 2020 (noting that November 11, 2020 is a holiday).

XII. MEETING EXPENSES

Dr. Nelson made a motion to authorize payment for meeting expenses, which was seconded by Mr. Wilbanks, to pay for the meeting expense.

XIII. ADJOURN

Mr. Hebert reminded the Board of their annual requirements:

- Tier 2.1 Financial Disclosure Statements – Due May 15th annually.
- Ethics Training – Due December 31st annually.
- Sexual Harassment Prevention Training – Due December 31st annually.

There being no further business, Mr. Wright made a motion to adjourn, which was seconded by Mr. Wilbanks and unanimously approved.