



**BOARD OF EXAMINERS OF NURSING CARE INSTITUTION ADMINISTRATORS AND  
ASSISTED LIVING FACILITY MANAGERS**

**Douglas A. Ducey**  
Governor

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**Sabrina Khan**  
Executive Director

**Board Members**

Pauline (Wally) Campbell, President  
Charles Villafranca, Vice President  
Ken Kidder, Member  
Nina Louis, Member  
Fred Randolph, Member  
Melanie Seamans, Member  
Susan Archer, Member  
Ted Ihrman, Member

**AGENDA  
REGULAR MEETING**

**April 12, 2021**

The Board's mission is to protect the health, welfare, and safety of the public who seek and use the services of nursing care institution administrators and assisted living facility managers.

Pursuant to A.R.S. § 38-431.02, **NOTICE IS HEREBY GIVEN** to the members of the State of Arizona Board of Examiners of Nursing Care Institution Administrators and Assisted Living Facility Managers ("Board") and to the general public that the Board will hold a regular monthly Board meeting, which is open to the public on: **April 12, 2021, Regular Board Meeting, to be held at 1740 W. Adams Street, Board Meeting Room C, Phoenix, Arizona 85007 at 9:00 a.m.**

Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting Allen Imig at 602-364-2273 (or through the Arizona Relay Service at 711). Please make your request as early as possible to allow time to arrange the accommodation.

The Board President reserves the right to change the order of the items listed on the Agenda except for matters scheduled at a specific time. This agenda is subject to change up to 24 hours prior to the meeting. Board members may be present by telephone.

During the course of the meeting, the Board, upon a majority vote of a quorum of the members, may hold an executive session for the purposes of obtaining legal advice from the Board's attorney on any matter listed on the Agenda pursuant to A.R.S. § 38-431.03(A)(3), and for the purpose of discussion or consideration of confidential material pursuant to A.R.S. § 38-431.03(A)(2). The executive session will be held immediately after the vote and will not be open to the public.

As a reminder the resident's name is confidential, you must refer to a resident by their initials or "resident."

Items that are referenced as a Consent Agenda may be considered as a single action unless a Board Member removes a specific item for review, discussion, and action separately from the other Consent Agenda items.

The Board will review, discuss, and may take action on the following matters listed on the agenda. The agenda for the April 12, 2021, Regular Board Meeting is as follows:

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **CALL TO THE PUBLIC**

Persons who want to address the Board do not need to request permission in advance, but they do need to complete a "Request to Speak to the Board" form so that the Board is aware that they are here and that they want to speak to the Board. Each person who wants to address the Board will be given five (5) minutes to do so. However, the Board may limit the number of persons speaking on each issue to a reasonable number of persons. Pursuant to A.R.S. § 38-431.02(H), the Board can discuss or take action ONLY on matters that are listed on the Agenda. Board action on issues that are not listed on the Agenda is limited to directing staff to study the matter or to schedule the matter for further discussion at a future Board Meeting.

4. **APPROVAL OF MINUTES**

The Board may vote to go into Executive Session pursuant to A.R.S. § 38-431.03(A)(2) (to discuss confidential information), A.R.S. § 38-431.03(A)(3) (to receive legal advice).

A. Board Review, Consideration and Action on Approval of Minutes

1. March 8, 2021 Regular Board Meeting Minutes

5. **PETITION FOR REHEARING OR REVIEW**

The Board may vote to go into Executive Session pursuant to A.R.S. § 38-431.03(A)(2) (to discuss confidential information), A.R.S. § 38-431.03(A)(3) (to receive legal advice).

A. Formal Administrative Hearings, Consent Agreement or Motion to Deem Allegations Admitted.

2. Woelke, Patricia B. 20-58 Petition for Rehearing or Review
3. Vancea, Peter 20-99 Petition for Rehearing or Review

6. **COMPLAINT CASE**

The Board may vote to go into Executive Session pursuant to A.R.S. § 38-431.03(A)(2) (to discuss confidential information), A.R.S. § 38-431.03(A)(3) (to receive legal advice).

The name of a Resident is confidential information. In public session, the Board members, staff, and the licensee should refer to the Residents as "Resident" or use the Resident's initials.

A. Consent Agenda to not open a complaint investigation on the facility manager that is related to an ADHS enforcement action.

**Facility Name**

4. Arizona Eldercare Group, LLC
5. Best Home Care of Surprise LLC
6. Desert Oasis at Superstition
7. La Luna Senior Living at Gemini
8. Manor on Paradise
9. Maria's Adult Care Home
10. Pleasant Living Surprise
11. Quail Park at Morrison Ranch
12. Quail Park of Oro Valley
13. River's Edge Assisted Living
14. Shady Lane Living, Inc.

- 15. Summerfield at Lisbon ALH
- 16. Villa Maria Care Center
- 17. West Lane Home

B. Board Review, Consideration and Action regarding new complaints:

	<b>Complaint #</b>	<b>Licensee</b>	<b>Title</b>	<b>Open Date</b>
18.	21-19	Hill, Sean	Administrator	02/26/21
19.	21-18	Neice, Diana	Administrator	02/22/21
20.	21-13	Ingram, Ronnie	Manager	02/11/21
21.	21-14	Messer, Michael	Manager	02/12/21
22.	21-15	Pecora, Lenora	Manager	02/12/21
23.	21-16	Nealon, Jennifer	Manager	02/18/21
24.	21-17	Halkowitz, Amber	Manager	02/18/21
25.	21-20	King, Cincy	Manager	03/01/21

C. Board Review, Consideration and Action on Rescinding Previous Action and Review Proposed Consent Agreement

26.	20-118	Ocava, Loreli	Manager	12/10/2020
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7. **ADMINISTRATOR LICENSURE AND MANAGER CERTIFICATION**

The Board may vote to go into Executive Session pursuant to A.R.S. § 38-431.03(A)(2) (to discuss confidential information), A.R.S. § 38-431.03(A)(3) (to receive legal advice).

A. Consent Agenda to approve temporary administrator licenses, permanent administrator licenses, temporary manager certificates, permanent manager certificates, pending passing all required examinations within the substantive time frame or the license or certificate will be denied.

27. Temporary Administrator Licenses

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Permanent Administrator Licenses

Morris, Caleb	Eaton, Chad	Majors, Megan	
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Temporary Manager Certificates

Leathers, Grace	Robinson, James	Whitfield, Lonnet	

Permanent Manager Certificates

Leathers, Grace	Robinson, James	Whitfield, Lonnet	Singleton, Olugbala
Gunter, Lassie	Lyon-Dannison, Celia	Harmon, Enoch	Marez, Apple
West, Dominique	Dreher, Peter	Hassler, Kristina	Miller, Celeste
Dungca, Julius	Hernandez, Alma	Marinas, Rosemarie	Shlezar, Marie
McCusker, Kayla	Coughlin, Rebecca		

B. Individual Board Review, Consideration and Action on Applicants Temporary and/or Permanent Administrator License or Manager Certificate. If approved, pending passing all

required examinations within the substantive time frame or the license or certificate will be denied.

- 28. none
- 29. Sanders, Earnest permanent manager’s certificate
- 30. none
- 31. none

**8. ASSISTED LIVING FACILITY TRAINING PROGRAMS**

The Board may vote to go into Executive Session pursuant to A.R.S. § 38-431.03(A)(2) (to discuss confidential information), A.R.S. § 38-431.03(A)(3) (to receive legal advice)

**A. Consent Agenda to Approve Assisted Living Facility Caregiver and Manager Training Programs and Renewals of Assisted Living Facility Caregiver and Manager Training Programs.**

32. Assisted Living Facility Caregiver Training Program

Arizona Technical Training Institute, LLC, ALCTP-0103	
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Assisted Living Facility Manager Training Program

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Assisted Living Facility Caregiver Training Program Renewal

Arizona Health Caregiver Training Program, ALCTP-0016	Trisummit Facility Manager & Caregiver Training Center, ALCTP-0076
Excel Caregiver Training Program, ALCTP-0012	

Assisted Living Facility Manager Training Program Renewal

Academy for Caregiving Excellence ALMTP-0023	Pfundamental Consulting, LLC ALMTP-0024
CareGiver Training Institute ALMTP-0012	Arizona Certified Manager’s Education ALMTP-0014

**9. OTHER BUSINESS**

The Board may vote to go into Executive Session pursuant to A.R.S. § 38-431.03(A)(2) (to discuss confidential information), A.R.S. § 38-431.03(A)(3) (to receive legal advice).

**A. New Business: The Board may Review, Consider and take Action**

**10. ADMINISTRATIVE MATTERS**

The following items concern administrative matters and are provided for informational purposes. The Board may review and discuss the following matters.

- 33. Financial Report
- 34. Complaints Status Report
- 35. Licensing Report
- 36. Legislation Update – SB1282
- 37. Rules Update – A.A.C. R4-33-707

- 38. Training Program Report
- 39. Board Meeting Critique

**11. FUTURE AGENDA ITEMS AND MEETING DATES**

The next regular meeting of the Board will be held on Monday, May 10, 2021 at 1740 W. Adams, Board Meeting Room C, Phoenix, Arizona, at 9:00 a.m.

**12. ADJOURNMENT**