



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

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Governor

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Executive Director

Board Members

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

**AGENDA
REGULAR MEETING**

September 13, 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: **Monday, September 13, 2021, Regular Board Meeting, to be held at 1740 W. Adams Street, Board Meeting Room C, Phoenix, Arizona 85007 at 1:00PM.**

Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting Jack Confer at 602-542-8156 (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 September 13, 2021, Regular Board Meeting is as follows:

1. CALL TO ORDER**2. ROLL CALL****3. DECLARATION OF CONFLICTS OF INTEREST – A.R.S. § 38-503****4. 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.

5. 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. June 14, 2021 Regular Board Meeting Minutes
2. July 21, 2021 Teleconference Board Meeting Minutes
3. July 21, 2021 Teleconference Executive Session Minutes
4. August 12, 2021 Executive Director Hiring Committee Minutes
5. August 12, 2021 Hiring Committee Executive Session Minutes
6. August 30, 2021 Special Board Meeting Board Meeting Minutes
7. August 30, 2021 Special Board Meeting Executive Session Minutes

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.

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

1. A Tender Touch Assisted Living
2. Because We Care 2 LLC
3. Caring Hands Comfort Assisted Living Home LLC
4. Eldercare at Western Sunrise Adult Care
5. Fairmount Assisted Living, LLC
6. Golden Years Care Home, LLC
7. Hawthorn Court at Ahwatukee
8. Loving Heart Assisted Living Service
9. Maria's Garden Care Home, LLC
10. Montecito Assisted Living
11. Mountain Care of Snowflake, LLC
12. Paradise Living Centers Montecito, LLC
13. Pleasant Valley Care Home
14. Raintree Assisted Living, LLC

- 15. Sunrise of Chandler
- 16. The Groves Assisted Living Place LLC-Plum
- 17. Valencia Home at 47th
- 18. Villa Tampico

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

	Complaint #	Licensee	Title	Open Date
19.	21-12	Rasmussen, Larry	Administrator	02/11/21
20.	21-40	Belisle, Daniel	Administrator	05/17/21
21.	21-38	Kinney, Patrick	Administrator	05/07/21
22.	21-49	Opara, Kenneth	Administrator	06/07/21
23.	21-44	Madrid, Margarita	Manager	05/21/21
24.	21-36	Leibfried, Melinda	Manager	06/10/21
25.	21-29	Heilmeier, Max	Manager	04/16/21
26.	21-30	Carillo, Cecilia	Manager	04/15/21
27.	21-39	Davis, Robert	Manager	05/14/21
28.	21-42	Reyes, Jean	Manager	05/21/21
29.	21-46	Adams, Elizabeth	Manager	05/28/21
30.	21-47	Encinas, Michelle	Manager	05/28/21

Board Review, Consideration and Action on Whether to Open a Complaint:

- 32. Gabrielle A. LaVia – Manager APP# 009290822
Administrator License #02006
Heritage Village Assisted Living

Rescind Prior Board Action – Revisit Consent Agreement

- 33. 21-33 Istrate, Ana Manager 04/26/21

6. 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 timeframe or the license or certificate will be denied.

34. Temporary Administrator Licenses

None			
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Permanent Administrator Licenses

Caldwell, Samantha	Tate, Angela	Wilson, Stuart	
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Permanent and Temporary Manager Certificates

Ambrocio, Irineo	Bibutsuhoze, Andereya	Quattlebaum, Melissa	Rubio-Busby, Rocio
Velciu, Andrea			

Permanent Manager Certificates

Abdalle, Najla	Briehl, Paul	Buhatin, Yvonne	Burrows, Trevor
Conte, Isabella	Davis, Jodi	Flores, Maria	Garrard, Travis
Ghiurau, Denisa	Kathee, Winfred	Nicholson, Kristal	Nour, Mohamed
Rinson, Lorenzo	Savroup, Udaya	Stayner, Crystal	Anderson, Deborah

- a. 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 timeframe or the license or certificate will be denied.

35. Lovio, Valerie permanent manager certificate

7. 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.

36. Assisted Living Facility Caregiver Training Program

Boulder Gardens Assisted Living Center	
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Assisted Living Facility Manager Training Program

None	
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Assisted Living Facility Caregiver Training Program Renewal

Angel’s Caregiver Training School – ALCTP0036	Prestige Senior Living Caregiver Training Program – ALCTP0050
Academy for Caregiving Excellence – ALCTP0054	Yavapai College ALCTP0055
Caregiver Certification Program ALCTP0069	Endeavor Training Institute ALCTP0079
Pfundamental Consulting, LLC ALCTP0089	Carriage House on West Garden Ln ALCTP0098

Assisted Living Facility Manager Training Program Renewal

None	
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8. PERSONNEL MATTER(S) FOR BOARD REVIEW, DISCUSSION AND POSSIBLE ACTION

The Board may vote to go into Executive Session pursuant to A.R.S. § 38-431.03(A)(1) (to discuss personnel matters).

- A. Board to Interview and Consider Candidates for the Board’s Executive Director Position

1. Conduct Interviews for Executive Director Position with the following:

- a. John Confer

The Board may move to go into Executive Session pursuant to A.R.S. §§ 38-431.03(A)(1) to conduct the interview.

- 2. Executive Director Position Review, discussion, and possible action regarding consideration of candidates for Executive Director position and possible selection of same.

The Board may move to go into Executive Session pursuant to A.R.S. §§ 38-431.03(A)(1) to discuss personnel issues..

3. Review, discussion and possible action on continuing search for an Executive Director.

9. FUTURE ITEMS AND MEETING DATES

10. ADJOURNMENT

A handwritten signature in black ink, consisting of a large, stylized initial 'A' followed by a horizontal line extending to the right.

September 10, 2021