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COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF STATE
BUREAU OF PROFESSIONAL AND OCCUPATIONAL AFFAIRS

F I N A L M I N U T E S

MEETING OF:

**STATE BOARD OF EXAMINERS OF
NURSING HOME ADMINISTRATORS
VIA VIDEOCONFERENCE**

TIME: 10:32 A.M.

Wednesday, December 1, 2021

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State Board of Examiners of
Nursing Home Administrators
December 1, 2021

BOARD MEMBERS:

- Sharon K. McDermond, NHA, Chairperson
- K. Kalonji Johnson, Commissioner, Bureau of Professional and Occupational Affairs
- Anne E. Holladay, NHA, MHA, Vice Chairperson
- Sara L. King, NHA, Secretary
- Diane M. Baldi, R.N.
- Susan Coble, Deputy Secretary of Quality Assurance, Department of Health
- Ilene Warner-Maron, Ph.D.
- Robert L. Wernicki, NHA
- Carrie E. Wilson, Office of Attorney General, Bureau of Consumer Protection

BUREAU PERSONNEL:

- Dean F. Picarella, Esquire, Senior Board Counsel
- Alexandra "Sasha" Sacavage, Esquire, Board Counsel
- William A. Newport, Esquire, Board Prosecution Liaison
- Trista Boyd, Esquire, Board Prosecutor
- Chris Stuckey, Board Administrator

ALSO PRESENT:

- Adrienne S. Lukity, Nursing Home Administrator Assistant, Berkshire Commons Senior Living Community
- Lee Dwinall, Nursing Home Administrator, Berkshire Commons Senior Living Community

1 ***

2 State Board of Examiners of
3 Nursing Home Administrators

4 December 1, 2021

5 ***

6 [Pursuant to Section 708(a)(5) of the Sunshine Act, at
7 10:00 a.m. the Board entered into Executive Session
8 with Alexandra "Sasha" Sacavage, Esquire, Board
9 Counsel, for the purpose of conducting quasi-judicial
10 deliberations and to receive legal advice regarding
11 the items on today's agenda. The Board commenced open
12 session at 10:30 a.m.]

13 ***

14 The regularly scheduled meeting of the State
15 Board of Examiners of Nursing Home Administrators was
16 held on Wednesday, December 1, 2021. Sharon K.
17 McDermond, NHA, Chairperson, called the meeting to
18 order at 10:32 a.m.

19 ***

20 Roll Call

21 [Chris Stuckey, Board Administrator, performed a roll
22 call of Board members.]

23 ***

24 [Alexandra "Sasha" Sacavage, Esquire, Board Counsel,
25 informed everyone that the Board met in Executive

1 Session prior to the commencement of the meeting with
2 Board Counsel for the purpose of conducting quasi-
3 judicial deliberations and to receive legal advice
4 regarding items on the agenda.

5 Ms. Sacavage announced that the meeting was being
6 recorded, and those attending the meeting were giving
7 their consent to be recorded.]

8 ***

9 Meeting Instructions

10 [Chris Stuckey, Board Administrator, provided
11 instructions to be followed during the virtual
12 meeting.]

13 ***

14 Approval of minutes of the May 26, 2021 and August 25,
15 2021 meetings

16 MS. KING:

17 I would like to make a motion to approve
18 the May 26, 2021 and August 25, 2021
19 minutes.

20 MS. HOLLADAY:

21 I second Sara's motion.

22 CHAIR MCDERMOND:

23 We have approval for the minutes of May
24 26 and August 25, 2021.

25 [The motion carried unanimously.]

1 ***

2 Report of Prosecutorial Division

3 [Trista Marie Boyd, Esquire, Board Prosecutor,
4 presented the Consent Agreement for Case No. 19-62-
5 014209.]

6 ***

7 CHAIR MCDERMOND:

8 I'd like to make a motion to approve the
9 Consent Agreement.

10 MS. BALDI:

11 I'll second.

12 CHAIR MCDERMOND:

13 Holladay, I vote to accept; Commissioner
14 Johnson, aye; King, aye; Baldi, yes;
15 Warner-Maron, yes; Wernicki, yes;
16 Wilson, yes; Coble, yes.

17 [The motion carried unanimously. The Board has
18 accepted the Consent Agreement in the matter of BPOA
19 v. Jacqueline Butler, Case No. 19-62-014209.]

20 ***

21 Appointment - Adrienne S. Lukity, 39.5(b)(5) Applicant
22 [Adrienne S. Lukity presented to the Board requesting
23 approval to sit for the Nursing Home Administrator
24 Examination.

25 Ms. Lukity addressed day-to-day responsibilities

1 overseeing the business office, human resources, and
2 administrator's role when he was unavailable.

3 Ms. Lukity addressed demographics, noting 130
4 beds consisting of short-term rehabilitation and long-
5 term beds as well. She mentioned working at the
6 facility for four years and being present for two
7 state surveys. She addressed correcting deficiencies.
8 She noted reporting directly to her administrator, Lee
9 Dwinal.

10 Ms. Lukity addressed her role in preparing the
11 annual budget, previously doing profit and losses
12 statements every month with Genesis and then reviewing
13 the budget and forecast for the next month.

14 Ms. Lukity provided a summary of her
15 responsibilities concerning hiring and firing,
16 beginning with recruitment and collaborating with the
17 director of nursing to make sure the individual is a
18 good fit for the facility.

19 Ms. Lukity addressed turnover rate, noting the
20 majority are certified nursing assistants (CNAs) who
21 do not meet their requirements or safety standards.
22 She noted supervising about 126 to 130 people under
23 her administrator and about 20 directly.

24 Ms. Lukity discussed how she solves problems with
25 residents and family members as the administrative

1 assistant. She mentioned that there are a lot of
2 laundry issues with missing clothing and the
3 importance of working with families and making sure
4 they are satisfied. She implemented a new program by
5 having the clothing signed in at the front desk and
6 housekeeping sign off on the clothing as it was taken
7 out, which has been successful with a decrease in
8 complaints regarding laundry.

9 Ms. Lukity addressed challenges during COVID to
10 keep residents safe. She noted rerouting their
11 building and creating an entire lab. She stated the
12 experience helped her learn how to put things in place
13 and how to collaborate with the rest of the team to
14 make sure it is the best for everyone.

15 Ms. Sacavage informed Ms. Lukity that the Board
16 would be going into a brief Executive Session to
17 discuss her application. She offered Ms. Lukity the
18 options of staying until the Board returns with the
19 decision or receiving an email.]

20

21 [Pursuant to Section 708(a)(5) of the Sunshine Act, at
22 10:51 a.m. the Board entered into Executive Session
23 with Alexandra "Sasha" Sacavage, Esquire, Board
24 Counsel, for the purpose of conducting quasi-judicial
25 deliberations and to receive legal advice. The Board

1 returned to open session at 10:59 a.m.]

2 ***

3 MS. SACAVAGE:

4 The Board has returned from Executive
5 Session where it deliberated and
6 received legal advice regarding agenda
7 item 4, Adrienne Lukity, 39.5(b)(5)
8 Applicant.

9 CHAIR MCDERMOND:

10 Would anyone like to make a motion for
11 approval?

12 MS. BALDI:

13 I will make the motion for approval,
14 please.

15 COMMISSIONER JOHNSON:

16 Second.

17 CHAIR MCDERMOND:

18 Commissioner Johnson, yes; Holladay,
19 yes; King, yes; Baldi, yes; Warner-
20 Maron, yes; Wernicki, yes; Wilson, yes;
21 Coble, yes; Sharon McDermond, yes.

22 [The motion carried unanimously.]

23 ***

24 Report of Board Counsel

25 [Alexandra "Sasha" Sacavage, Esquire, Board Counsel,

1 referred to 16A-6219 regarding continuing education.
2 She provided the final annex, final preamble, and face
3 sheet. She mentioned the final annex and preamble are
4 consistent with previous versions that have been
5 approved by the Board at public meetings in 2020 and
6 2021.]

7 MS. SACAVAGE:

8 I believe the Board would make a motion
9 to approve the final annex, final
10 preamble, and face sheet related to
11 regulation 16A-6219.

12 Is there a motion?

13 CHAIR MCDERMOND:

14 I'll make a motion for approval.

15 DR. WARNER-MARON:

16 I second that motion.

17 CHAIR MCDERMOND:

18 Commissioner Johnson, yes; Holladay,
19 yes; King, yes; Baldi, yes; Warner-
20 Maron, yes; Wernicki, yes; Wilson, yes;
21 Coble, yes.

22 [The motion carried unanimously.]

23 ***

24 Report of Board Chairperson

25 MS. SACAVAGE:

1 Is there a motion to ratify the
2 Temporary Permit Applications listed at
3 items 6 through 17 for Abigail Selman-
4 Pierre, Rhondel Louise Moyle, Angela
5 Theresa Imperiale, Paul Mwambu, Joseph
6 Lee Weeks, Elie Pollak, Rachel Sue
7 Barto, Luke Carl Bauman, Kevin
8 Henderson, Josephine Minta, John Charles
9 Hartsouk, and Darwin Mitchell?

10 COMMISSIONER JOHNSON:

11 So moved.

12 CHAIR MCDERMOND:

13 Is there a second?

14 MS. HOLLADAY:

15 I'll second the motion.

16 CHAIR MCDERMOND:

17 Commissioner Johnson, yes; Holladay,
18 yes; King, yes; Baldi, recuse, Joseph
19 Lee Weeks; Warner-Maroon, yes; Wernicki,
20 yes; Wilson, yes; Coble, yes.

21 [The motion carried. Diane Baldi recused herself from
22 deliberations and voting on the motion regarding
23 Joseph Lee Weeks.]

24 ***

25 Report of Commissioner

1 [K. Kalonji Johnson, Commissioner, Bureau of
2 Professional and Occupational Affairs, reminded
3 everyone that the regulatory suspensions extended
4 through March 31, 2022, allow a virtual platform and
5 then there will be the return to in-person meetings.
6 He addressed pending legislation in the House to
7 provide hybrid use of technology and in-person
8 meetings.

9 Commissioner Johnson commented that the
10 department is looking forward to being able to
11 continue to stream meetings out to the public because
12 of the benefit of increased transparency and for the
13 health and public safety of the citizens of the
14 Commonwealth. He mentioned continuing to work
15 internally to make sure that becomes a reality on or
16 before April and will keep all of the Board members
17 apprised as they make progress.

18 Commissioner Johnson addressed physical travel to
19 regional and national conferences, noting the
20 prohibition on travel was removed but still strongly
21 encourages the virtual option.

22 Commissioner Johnson informed the Board of a new
23 process for travel requests through the Commonwealth
24 Out-of-State Travel Application (COSTA) portal. He
25 mentioned everyone would need their Commonwealth user

1 name and password to start the administrative process
2 for approval. He informed everyone to submit travel
3 requests as soon as possible so they can be placed on
4 the agenda and Sunshined for formal Board action and
5 administrative approval.

6 Commissioner Johnson welcomed and thanked Deputy
7 Secretary Coble for joining the Board.

8 Ms. Coble provided a brief summary of her
9 professional background and thanked everyone for the
10 opportunity to join the Board.

11 Commissioner Johnson wished everyone a blessed
12 and peaceful holiday season.

13 Chair McDermond also welcomed Ms. Coble to the
14 Board.]

15 ***

16 Report of Board Administrator - No Report

17 ***

18 Report of Board Members - No Report

19 ***

20 Report of Committees

21 [Alexandra "Sasha" Sacavage, Esquire, Board Counsel,
22 noted the Examination Committee Report and the
23 Administrator-in-Training (AIT) Review Committee
24 Report have been provided and are available for the
25 Board's review.]

1 ***

2 Correspondence

3 MS. SACAVAGE:

4 I believe the Board would entertain a
5 motion to grant the request by Phyllis-
6 Bossack-Sampson to receive credit for
7 training hours completed during the
8 period of April 28, 2021 and October 28,
9 2021.

10 CHAIR MCDERMOND:

11 Would anyone like to make a motion?

12 COMMISSIONER JOHNSON:

13 So moved.

14 MS. HOLLADAY:

15 Second.

16 CHAIR MCDERMOND:

17 Commissioner Johnson, yes; Holladay,
18 yes; King, yes; Baldi, yes; Warner-
19 Maron, yes; Wernicki, yes; Wilson, yes;
20 Coble, yes.

21 [The motion carried unanimously.]

22 ***

23 MS. SACAVAGE:

24 I believe the Board would entertain a
25 motion to grant the request by Melody

1 Mutnansky to receive credit for training
2 hours completed during the period of
3 August 9, 2021 and October 27, 2021.

4 MS. HOLLADAY:

5 I make a motion that we approve the
6 request.

7 CHAIR MCDERMOND:

8 Second.

9
10 Commissioner Johnson, yes; Holladay,
11 yes; King, yes; Baldi, yes; Warner-
12 Maron, yes; Wernicki, yes; Wilson, yes;
13 Coble, yes.

14 [The motion carried unanimously.]

15 ***

16 Miscellaneous - Election of Officers

17 MS. SACAVAGE:

18 At this time, I will call for a
19 nomination of chairperson.

20 MS. KING:

21 I'd like to make a motion to nominate
22 Sharon McDermond.

23 MS. SACAVAGE:

24 Are there any other nominations? Seeing
25 none.

1 I believe the Board would entertain
2 a motion to elect Sharon McDermond as
3 chairperson of the Pennsylvania State
4 Board of Examiners of Nursing Home
5 Administrators for the year 2022.

6 Can I have that motion, please?

7 MS. BALDI:

8 I'll motion.

9 COMMISSIONER JOHNSON:

10 Second.

11 MS. SACAVAGE:

12 Baldi, yes; Holladay, yes; King, yes;
13 Warner-Maron, yes; Wernicki, yes;
14 Johnson, yes; Coble, yes; Wilson, yes.

15 [The motion carried unanimously.]

16 ***

17 MS. SACAVAGE:

18 Could I have a nomination for vice
19 chair?

20 DR. WARNER-MARON:

21 I nominate Anne Holladay as vice chair
22 of the State Board of Nursing Home
23 Examiners.

24 MS. SACAVAGE:

25 Are there any other nominations for vice

1 chair? Seeing none.

2 I believe the Board would entertain
3 a motion to elect Anne Holladay as vice
4 chairperson of the Pennsylvania State
5 Board of Examiners of Nursing Home
6 Administrators for 2022.

7 Can I have a motion?

8 CHAIR MCDERMOND:

9 I make a motion for approval.

10 MS. SACAVAGE:

11 Could I have a second?

12 COMMISSIONER JOHNSON:

13 Second.

14 MS. SACAVAGE:

15 Baldi, yes; King, yes; McDermond, yes;
16 Warner-Maron, yes; Wernicki, yes;
17 Johnson, yes; Coble, yes; Wilson, yes.

18 [The motion carried unanimously.]

19 ***

20 MS. SACAVAGE:

21 I will take any nominations for
22 secretary.

23 MS. HOLLADAY:

24 I'd like to make a motion for nomination
25 for Sara King.

1 MS. SACA VAGE:

2 Are there any other nominations?

3 I believe the Board would entertain
4 a motion to elect Sara King as secretary
5 of the Pennsylvania State Board of
6 Examiners of Nursing Home Administrators
7 for 2022.

8 Can I have a motion, please?

9 MS. HOLLADAY:

10 I nominate Sara King for secretary.

11 MS. SACA VAGE:

12 Can I have a second?

13 CHAIR MCDERMOND:

14 I'll second that.

15 MS. SACA VAGE:

16 Baldi, yes; McDermond, yes; Holladay,
17 yes; Warner-Mar on, yes; Wernicki, yes;
18 Johnson, yes; Coble, yes; Wilson, yes.

19 [The motion carried unanimously.]

20 ***

21 Miscellaneous - Meeting Dates

22 [Alexandra "Sasha" Sacavage, Esquire, Board Counsel,
23 noted meeting dates for 2022.]

24 ***

25 Adjournment

1 MS. SACAVAGE:

2 I believe the Board would entertain a
3 motion for adjournment at this time.

4 CHAIR MCDERMOND:

5 I'll make a motion for adjournment.

6 COMMISSIONER JOHNSON:

7 Second.

8 MS. SACAVAGE:

9 All in favor of adjournment?

10 [The motion carried unanimously.]

11 ***

12 [There being no further business, the State Board of
13 Examiners of Nursing Home Administrators Meeting
14 adjourned at 11:19 a.m.]

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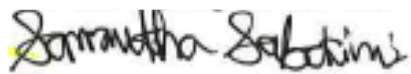
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CERTIFICATE

I hereby certify that the foregoing summary minutes of the State Board of Examiners of Nursing Home Administrators, was reduced to writing by me or under my supervision, and that the minutes accurately summarize the substance of the State Board of Examiners of Nursing Home Administrators meeting.



Samantha Sabatini,

Minute Clerk

Sargent's Court Reporting
Service, Inc.

STATE BOARD OF EXAMINERS OF
NURSING HOME ADMINISTRATORS
REFERENCE INDEX

December 1, 2021

	TIME	AGENDA
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10	10:00	Executive Session
11	10:30	Return to Open Session
12		
13	10:32	Official Call to Order
14		
15	10:32	Roll Call
16		
17	10:33	Approval of Minutes
18		
19	10:33	Report of Prosecutorial Division
20		
21	10:37	Appointment - Adrienne S. Lukity
22		
23	10:51	Executive Session
24	10:59	Return to Open Session
25		
26	11:00	Report of Board Counsel
27		
28	11:02	Report of Board Chair
29		
30	11:04	Report of Commissioner
31		
32	11:10	Report of Committees
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34	11:11	Correspondence
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36	11:14	Miscellaneous
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38	11:19	Adjournment
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