



South Dakota Board of Nursing Facility Administrators
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South Dakota Board of Nursing Facility Administrators
Board Meeting
April 4, 2017

President Diekman called the meeting to order at 1:00pm Central.

Present: Boards Members – Loren Diekman, Tom Richter, Bob Stahl (teleconference), Jim Iverson and Mark Burket (teleconference); Board Staff – Brittany Novotny and Jackie Berheim; Legal Counsel – Jim Carlon and Grant Flynn; Guests – Beth Dokken, Donna Fischer and Todd McCaskell.

Diekman called for public testimony during the open forum. There was no public testimony.

Motion to approve the minutes of September 6, 2016 by Richter. Second by Iverson. Motion carried.

Motion to approve the financial report by Stahl. Second by Richter. Motion carried.

Motion to approve Nursing Facility Administrator licenses for Karen Fleming, Michael Feltes, Morgan Rustad, Lisa Schaefer, Lynn Anderson, Joshua Pete, April Marie Steffensen, Byron Shakespaere, Michelle Marie Vernon, Rick Freeman and Emergency Permits for Bessie Hammer, Rebecca Johnson, Tricia Uhlir, Janet Lytton, Pamela Lamb, Kim Knox, Morgan Rustad, Charles Johnson, Byron Shakespaere, Kathy Dearing, Jeff Adams, and Wade Rhodes by Iverson. Second by Richter. Motion carried.

Motion to approve the Continuing Education Guidelines as amended by Stahl. Second by Richter. Motion carried.

Beth Dokken and Donna Fischer from the South Dakota Department of Social Services provided an update from the Department.

Todd McCaskell from the South Dakota Department of Health provided an update from the Department.

Motion to approve the National Association of Long Term Care Administrator Boards Administrator In Training Program (2015 version) per ARSD 20:49:01:01(3) by Richter. Second by Burket. Motion carried.

Motion to continue approval of the National Association of Long Term Care Administrator Boards Five Step Administrator In Training Program (2012 version) for any Administrator In Training program that begins on or before July 1, 2017 per ARSD 20:49:01:01(3) and to require any Administrator in Training program started after July 1, 2017 to comply with the National Association of Long Term Care Administrator Boards Administrator In Training Program (2015 version) by Richter. Second by Burket. Motion carried.

Motion to strongly recommend that all preceptors take the National Association of Long Term Care Administrator Boards Online Preceptor Training by Stahl. Second by Richter. Motion carried. The Board noted this training qualifies as continuing education, is free, and is available online.

The Board discussed the Health Services Executive (HSE) credential administered by the National Association of Long Term Care Administrator Boards and requested Novotny and Carlon to explore regulatory changes necessary to accept this credential for licensure.

The Board discussed regulations pertaining to preceptors in surrounding states. The Board agreed to monitor information related to preceptors in South Dakota in relation to any necessary future regulatory changes.

Motion to nominate Bob Stahl as President, Mark Burket as Vice President and Tom Richter as Secretary-Treasurer and to cease nominations by Iverson. Motion carried.

Motion to appoint Bob Stahl as the board member that will review and approve license applications, preceptor applications and emergency permit applications and Loren Diekman as the board member that will review and approve continuing education requests by Iverson. Second by Richter. Motion carried

Motion to approve the publicly available database information as presented by Richter. Second by Burket. Motion carried.

The Board asked Burket and Novotny to explore database options and related costs and bring forward a recommendation at the next meeting.

Motion to approve travel for one representative to attend the National Association of Long Term Care Administrator Boards meeting in June 2017 and November 2017 by Richter. Second by Stahl. Motion carried.

The board scheduled a meeting for April 10, 2018.

Motion to move into Executive Session by Stahl. Second Richter. Motion carried. The board went into Executive Session at 3:19pm.

Motion to move out of Executive Session by Richter. Second by Iverson. Motion carried. The Board came out of Executive Session at 4:16pm.

Motion to deny 10.5 continuing education hours for the Child Sexual Abuse Conference and to allow Becky McManus until 12/31/2017 to finish the 10.5 continuing education hours necessary to complete the required continuing education for the 2015-2016 licensure cycle by Iverson. Second by Stahl. Motion carried. The Board noted the 10.5 hours would not be counted in the 2017-2018 licensure cycle of Becky McManus, as they would be used to complete the hours necessary for the 2015-2016 licensure cycle.

Motion to approve the Nursing Facility Administrator license for Steven Lawson by Iverson. Second by Richter. Motion carried.

Motion to dismiss complaint 1.1617 by Richter. Second by Iverson. Motion carried. Stahl was recused as the investigator.

Motion to approve the FY18 contracts as presented by Richter. Second by Stahl. Motion carried.

The Board commended Midwest Solutions, Inc. and staff for the great work they do for the Board. The Board requested that this be reflected in the minutes

There being no further business, the meeting was adjourned at 4:25 pm Central.

Respectfully Submitted,



Tom Richter

Secretary