

Kansas Department for Aging and Disability Services  
**Board of Adult Care Home Administrators**  
**Meeting of September 18, 2020**

The Board of Adult Care Home Administrators met Friday September 18, 2020 via Microsoft Teams.

<b>Members Present</b>	<b>Staff Present</b>	<b>Others Present</b>	
Stephanie Murray	Tabetha Mojica	Melissa St. John - KACE	Polly Berkley
Heather Pilkinton	Wendy Davis	Billi Boschmann - AIT	Amy Hoch-Altwegg
Kevin Reimer	AnnLouise Fitzgerald	Angie Cheney - AIT Meadowlark Hills	Haley Stevens - AIT Frankfurt
Alicia Rumold		Derrick Judkins - AIT Sandpiper	Tasha Vela- AIT KS Christian Home
Amy Siple		Jackson Vertilus -AIT Meadowbrook	Justin Harland - AIT Diversicare
Molly Wood		Baldwin	Sedgwick
Alexandra English			

**1. Call Meeting to Order**

Chair Murray called the meeting of the Board of Adult Care Home Administrators (BACHA) to order at 1:03 pm. Chair Murray further read the KOMA requirements and a Verbal roll call was taken for all BACHA Members.

**2. KOMA Requirements**

Chair Murray f read the KOMA requirements and a Verbal roll call was taken for all BACHA Members.

**3. Board Introductions**

New BACHA Members Alicia Rumold and Alex English were introduced to the board and provided more information about themselves. AnnLouise Fitzgerald, Asst. Attorney General, was introduced to the board and provided further information as to her role as BACHA General Council.

**4. Minutes of Meeting 06.05.2020**

Chair Murray called for comments/corrections to the minutes of the June 5, 2020 meeting of the Board.

ACTION: Molly Wood moved to approve the minutes of the meeting as presented. The motion was seconded by Amy Siple. Chair Murray called for a verbal vote and was carried.
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**5. Complaint Investigatory Committee (CIC)**

Chair Alex English reported the CIC met at 11:00 am 9.18.20 via Microsoft Teams. The committee reviewed one case, determined there was no probable cause, and the case was closed.

**6. Reports**

**A. NAB Test Results**

Wendy Davis summarized the NAB results for the second quarter of 2020. A total of 10 candidates tested with 9 of those passing for a 90% pass rate. Of the nine passing – seven passed on the first attempt and two on the second attempt. Of the one failed attempt, it was the tester’s third attempt.

**B. Temporary License Report**

Mrs. Davis summarized the temporary license report from January through August 2020. A total of six individuals were issued temporary licenses. Of the Active temporary licenses, three were issued while candidates prepare for their NAB exam and one was issued to an applicant completing their AIT program.

**7. Legislation**

AnnLouise Fitzgerald explained that Governor Kelly extended several Executive Orders which became EO 20-64. This EO impacts ACHA license renewal, extending the date of renewal to October 15, 2020. An Executive Order allowing for a special temporary authorization license allowing for administrators licensed in other states to practice in Kansas during the State of Disaster Emergency expired August 24, 2020 and was not extended.

The new regulations KAR 26-38-1 through 28-38-11 which replace KAR 38-38-18 through 28-38-30 have finished all the steps, will be published on September 25, 2020, and will be effective October 2, 2020.

**8. Other Business**

**A. 100 Hour Additional Training Plan.**

Wendy Davis summarized a 100 hour additional training plan that had been received by a candidate who has not passed the NAB within the first three attempts. Discussion about the plan ensued.

**ACTION:** Molly Wood moved to return the plan to the applicant to address the domains that showed weakness on the exam and to resubmit the plan for approval. The motion was seconded by Alicia Rumold. Chair Murray called for a verbal vote and was carried.

**ACTION:** Molly Wood moved to authorize by delegation Alicia Rumold to make the decision to approve or disapprove the AIT plan submitted by this applicant, with the decision to be made in accordance with discussions of the Board at this meeting and to be made on or after October 2, 2020. The motion was seconded by Alex English. Chair Murray called for a verbal vote and was carried.

**B. Zero Deficiency Letters**

Tabetha Mojica reported that there had been no surveys done because of the COVID-19 pandemic, thus no zero deficiency letters to report.

**C. Rules Refresher**

AnnLouise Fitzgerald gave the board a refresher in rules by which the board must adhere: KOMA, KORA, KJRA, and Ethical behavior.

**D. NAB Annual Meeting**

Wendy Davis reported the NAB Annual Meeting will be held virtually this year, and she will be attending.

**E. NAB CE Registry**

Wendy Davis reported an email regarding NAB CE Registry applying a \$20 fee for all registries going forward.

**9. Public Comment**

Melissa St John KACE, thanked the Board for allowing the AIT students to attend and asked each AIT to introduce themselves to the Board.

Amy Hoch-Altwegg asked Wendy to forward the email about the CE Registry as she had not been informed that such a thing was afoot.

Polly Berkley introduced herself to the new members of the board.

Amy Siple requested the possibility of continuing the BACHA meetings virtually, even after the pandemic subsides.

**10. Next Meeting**

The next meeting of the Board is set for December 14, 2020 to be held at 1:00 p.m, via Microsoft Teams.

**Adjourn**

The meeting of the Board of Adult Care Home Administrators adjourned at 2:26 p.m.