



Board of Nursing Home Administrators
Regular Meeting Notice
January 24, 2025

Time: 9:00 a.m.

Location: Department of Health Rm.153
111 Israel SW
Tumwater, WA 98501

Meeting will be held in-person and via MS Teams
Instructions to join virtually are located at the bottom of the agenda.

Contact Person: Shelbee Scrimo, Program Manager
(360) 236-4723

Board/Committee Members: Rosalie Romano, Ph.D., Public Member, Chair
Nancy Butner, NHA, Vice-chair
Matthew Macklin, NHA
Paul Emmans, DO
Edward Ebling, NHA
Jane Davis, NHA
Catherine Reis-El Bara, NHA
Adam Filbey, NHA
Teresa Riley, Health Care Professional
Jessica Wolfrum, Health Care Professional
Vacant, Public Member

Assistant Attorney General: Luke Eaton, Assistant Attorney General

Staff: Amber Freeberg, Executive Director
Shelbee Scrimo, Program Manager
Katie Graue, Program Support
Tara Mackemull, Program Support

In accordance with the Open Public Meetings Act, the agenda for this regular meeting was made available online at least 24 hours prior to the start time of the meeting pursuant to RCW 42.30.077.

Open Session:

1. Opening of Public Meeting – Rosalie Romano, Chair

- 1.1. Call to Order
- 1.2. Introductions

2. Public Comment – Rosalie Romano, Chair

The board will hear comments from the public.

3. Consent Agenda – Rosalie Romano, Chair

Items listed under the consent agenda are considered routine agency matters and will be approved by a single motion from the board without separate discussion. If separate discussion is desired, that item will be removed from the consent agenda and placed on the regular business agenda.

- 3.1. Approval of the January 24,2025 meeting agenda
- 3.2. Approval of the October 25,2024 meeting minutes

4. Nursing Home Administrator Program Statistics

4.1. Budget Report and Discussion – Shelbee Scrimo, Program Manager

The board will review and discuss the budget report.

4.2. Credentialing Statistics – Credentialing Supervisor

The board will review and discuss data relating to the issuance of nursing home administrator licenses.

4.3. Disciplinary Statistics – Shelbee Scrimo, Program Manager

The board will review data relating to complaint investigation and discipline. This will include looking at the number of reports received from other agencies.

5. Executive Director Report – Amber Freeberg, Executive Director

Ms. Freeberg will give an update regarding department organization and will address other items and issues if applicable.

6. Program Manager Report – Shelbee Scrimo, Program Manager

Ms. Scrimo will update members on board member recruitment, attendance at new administrator training, and other issues as needed. The board may vote on business brought forward, as appropriate.

7. National Association of Long-Term Care Administrator Board (NAB) Mid-Year Meeting- Ed Ebling

Mr. Ebling will provide a summary of the November 2024 NAB Mid-Year meeting. The board may vote on any business brought forward related to the NAB meeting. The board will also discuss attendance at the 2025 NAB Meetings.

8. Rulemaking- WAC 246-843-090,095 and 230

6.1 AIT Subcommittee- Nancy Butner and Jane Davis

The subcommittee will give an update on the recent subcommittee meeting.

6.2 Review Draft Language

The board will review possible draft language

9. Vendor Subcommittee

The board will discuss the goal for this committee and determine future membership on this committee.

10. Substantially Equivalent States Review – Shelbee Scrimo, Program Manager

Ms. Scrimo will review the states the board wanted more information on.

11. Election of Chair and Vice Chair- Rosalie Romano, Chair

12. Future Business – Rosalie Romano, Chair.

The board will discuss future agenda items and the locations of future meetings.

13. Meeting Adjourned

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| <p>Virtual Meeting Access: This meeting is being held via Microsoft Teams and in person.</p> <p>Microsoft Teams Need help? Join the meeting now Meeting ID: 266 505 056 354 Passcode: AURMEB</p> | <p>Times and Order: The meeting will begin at 9:00 a.m. and will continue until all agenda items are complete. This agenda is subject to change. Comments from the public in attendance will be taken after each agenda item.</p> <p>This meeting is being recorded. If anyone objects or does not consent, please let us know.</p> |
| <p>Dial in by phone +1 564-999-2000,,907430740# United States, Olympia (833) 322-1218,,907430740# United States (Toll-free) Find a local number Phone conference ID: 907 430 740#</p> | |

Next Scheduled Meeting:

April 11, 2025

9:00 a.m.

In-person at the Department of Health and virtual meeting via Microsoft Teams