



Board of Nursing Home Administrators
Regular Meeting Notice
October 25, 2024

Time: 9:00 a.m.

Location: Department of Labor and Industry Rm. S119
7273 Linderson Way 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
Vacant, NHA
Vacant, NHA
Vacant, Public Member
Vacant, Health Care Professional
Vacant, Health Care Professional

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 of 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 October 25,2024 meeting agenda
- 3.2. Approval of the July 19,2024 meeting minutes

4. Discussion of Items Removed from the Consent Agenda

The board will discuss items removed from the Consent Agenda if any.

5. Nursing Home Administrator Program Statistics

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

The board will review and discuss the budget report.

5.2. Credentialing Statistics – Hyon Yi, Credentialing Supervisor

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

5.3. 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.

6. Sub-Committees.

6.1 AIT Subcommittee- Nancy Butner and Jane Davis

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

7. 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.

8. 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.

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

The board will review and may vote on substantially equivalent states.

10. Exception Application Table- Matthew Macklin and Nancy Butner

Mr. Macklin and Ms. Butner will give an update on their review of the exception table.

11. Future Business – Rosalie Romano, Chair.

The board will discuss future agenda items

12. Meeting Adjourned

<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: 269 984 571 281 Passcode: vTDDTJ</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,,291452778# United States, Olympia Find a local number Phone conference ID: 291 452 778#</p>	

Next Scheduled Meeting:

January 24, 2025
9:00 a.m.
In-person at the Tumwater Department of Health Office and virtual meeting via Microsoft Teams