South Dakota Nursing Facility Administrators
Regular Meeting Agenda
Thursday September 17, 2020 -- 1:00 pm Central
Teleconference

Individuals who wish to participate in the meeting via teleconference should contact the Board office at SDNFA@midwestsolutionssd.com or 605-224-1721 at least 24 hours prior to the meeting to obtain dial-in information

1) Call to Order
2) Open Forum – *5 minutes for the public to address the Board.*
3) Approval of Minutes – *April 15, 2020*
4) Adoption of Agenda
5) Financial Report
6) Office Update
7) Executive Session -1-25-2 (3)
8) New Business
    a. Department of Health Update
    b. COVID-19 License Implications
    c. Board Appointment - Approval of Continuing Education
    d. National Association of Long-Term Care Administrator Boards (NAB) Update
    e. Board Meeting Schedule
9) License Applications
10) Announcements: Next Meeting – April 7, 2021
11) Adjourn

South Dakota Board of Nursing Facility Administrators
P.O. Box 340, 1351 N. Harrison Ave. Pierre, SD 57501-0340
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E-mail: SDNFA@midwestsolutionssd.com http://nursingfacility.sd.gov

South Dakota Board of Nursing Facility Administrators
Teleconference Board Meeting
April 15, 2020

President Burket called the meeting to order at 1:08 pm Central.

Member of the Board present via teleconference: Mark Burket, Loren Diekman, Jessica Spencer, Bob Stahl and Justin Hinker

Board staff in attendance via teleconference: Brittany Novotny and Lisa Harsma

Legal Counsel in attendance via teleconference: Brigid Hoffman

Guests in attendance via teleconference: Lori Tracy

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

Motion to approve the minutes of the September 17, 2019 Board Meeting and September 17, 2019 Public Hearing by Stahl. Second by Diekman. Burket, Diekman, Spencer, Stahl and Hinker vote aye. Motion carried.

Motion to approve the agenda as amended by Diekman. Second by Stahl. Burket, Diekman, Spencer, Stahl and Hinker vote aye. Motion carried.

Motion to approve the financial report by Stahl. Second by Spencer. Burket, Diekman, Spencer, Stahl and Hinker vote aye. Motion carried.

Novotny provided an office update.

Motion to move into Executive Session per SDCL 1-25-2 (3) and (4) by Spencer. Second by Hinker. Burket, Diekman, Spencer, Stahl and Hinker vote aye. Motion carried. The board went into Executive Session at 1:18 pm.

Motion to move out of Executive Session by Stahl. Second by Diekman. Burket, Diekman, Spencer, Stahl and Hinker vote aye. Motion carried. The Board came out of Executive Session at 2:35 pm.

Motion to dismiss case 1.1920 by Stahl. Second by Spencer. Burket, Spencer, Stahl and Hinker vote aye. Diekman recused. Motion carried.

Motion to approve the first three items on the COVID-19 License Implications review as presented by Diekman. Second by Hinker. Burket, Diekman, Spencer, Stahl and Hinker vote aye. Motion carried.

The Board discussed a potential licensing fee increase and recognized the financial need for an increase, but in lieu of the current situation is deferring action until a later date.

Motion to approve the Midwest Solutions contract, with a voluntary reduction of $7,500, by Stahl. Second by Diekman. Burket, Diekman, Spencer, Stahl and Hinker vote aye. Motion carried. The Board thanked Midwest Solutions for its assistance and willingness to adjust the contract.

Motion to voluntarily suspend Board member per diems and to hold future meetings via teleconference to avoid travel expenses by Stahl. Second by Diekman. Burket, Diekman, Spencer, Stahl and Hinker vote aye. Motion carried.

Motion to approve the remaining contracts as presented by Stahl. Second by Hinker. Burket, Diekman, Spencer, Stahl and Hinker vote aye. Motion carried.

The Board reviewed the currently approved Continuing Education Guidelines. No changes were proposed.

Motion to appoint Mark Burket as President, Jessica Spencer as Vice President and Justin Hinker as Secretary-Treasurer by Stahl. Second by Diekman. Burket, Diekman, Spencer, Stahl and Hinker vote aye. Motion carried.

Motion to appoint Loren Diekman as the board member that will review and approve continuing education requests by Hinker. Second by Spencer. Burket, Diekman, Spencer, Stahl and Hinker vote aye. Motion carried.

Motion to appoint Bob Stahl as the board member that will review and approve license applications, preceptor applications and emergency permit applications by Hinker. Second by Spencer. Burket, Diekman, Spencer, Stahl and Hinker vote aye. Motion carried.

Stahl provided an update to the Board on the National Association of Long-Term Care Administrator (NAB) meeting in Las Vegas November 13-15, 2019.

The board scheduled a meeting for April 7, 2021.

Motion to approve Nursing Facility Administrator licenses for Dana Bachmeier, Trista Bates, Amelia Henderson, Kirstie Hoon, Luke Wanous, Justin Jones, Anastasia Bernard, Ethan Carter, Tammy Conekin, Scott Eisenbeisz, Wayman Fischgrabe and Emily Jones

and Emergency Permits for Justin Blumenthal, Nicole Gray, Denton Heisler, Amelia Henderson, Kirstie Hoon, Dawn Huber, Alex Nelson, Robert Sayler, Pamela Smith, Megan Tryon, Darwyn Kleffman, Michelle Medenwald, and Lourdes Parker by Diekman. Second by Spencer. Burket, Diekman, Spencer, Stahl and Hinker vote aye. Motion carried.

Motion to adjourn the meeting at 3:10 pm by Hinker. Second by Stahl. Burket, Diekman, Spencer, Stahl and Hinker vote aye. Motion carried.

Respectfully Submitted,

_____

Justin Hinker
Secretary

Remaining Authority by Object/Subobject

Expenditures current through 08/29/2020 02:20:44 PM
HEALTH -- Summary
FY 2021 Version -- AS -- Budgeted and Informational
FY Remaining: 83.8%

09207 Board of Nursing Home Admin - Info

Subobject	Operating	Expenditures	Encumbrances	Commitments	Remaining	PCT AVL
EMPLOYEE SALARIES						
5101030 Board & Comm Mbrs Fees	2,993	0	0	0	2,993	100.0
Subtotal	**2,993**	**0**	**0**	**0**	**2,993**	100.0
EMPLOYEE BENEFITS						
5102010 Oasi-employer's Share	298	0	0	0	298	100.0
Subtotal	**298**	**0**	**0**	**0**	**298**	100.0
51 Personal Services Subtotal	**3,291**	**0**	**0**	**0**	**3,291**	100.0
TRAVEL						
5203030 Auto-priv (in-st.) H/rte	1,200	0	0	0	1,200	100.0
5203100 Lodging/in-state	456	0	0	0	456	100.0
5203120 Incidentals-travel-in St.	88	0	0	0	88	100.0
5203130 Non-employ. Travel-in St.	500	0	0	0	500	100.0
5203140 Meals/taxable/in-state	176	0	0	0	176	100.0
5203150 Non-taxable Meals/in-st	50	0	0	0	50	100.0
5203260 Air-comm-out-of-state	185	0	0	0	185	100.0
5203280 Other-public-out-of-state	50	0	0	0	50	100.0
5203300 Lodging/out-state	200	0	0	0	200	100.0
5203320 Incidentals-out-of-state	50	0	0	0	50	100.0
5203350 Non-taxable Meals/out-st	100	0	0	0	100	100.0
Subtotal	**3,055**	**0**	**0**	**0**	**3,055**	100.0
CONTRACTUAL SERVICES						
5204020 Dues & Membership Fees	1,500	0	0	0	1,500	100.0
5204050 Computer Consultant	6,500	0	0	0	6,500	100.0
5204080 Legal Consultant	2,138	378	0	0	1,760	82.3
5204090 Management Consultant	43,634	7,693	27,999	0	7,942	18.2
5204160 Workshop Registration Fee	50	0	0	0	50	100.0
5204181 Computer Services-state	465	0	0	0	465	100.0
5204200 Central Services	783	115	0	0	668	85.3
5204204 Central Services	305	93	0	0	212	69.5
5204207 Central Services	610	0	0	0	610	100.0
5204360 Advertising-newspaper	100	0	0	0	100	100.0
5204510 Rents-other	300	0	0	0	300	100.0
5204530 Telecommunications Srvcs	1,500	0	0	0	1,500	100.0
5204590 Ins Premiums & Surety Bds	2,300	0	0	0	2,300	100.0

Remaining Authority by Object/Subobject

Expenditures current through 08/29/2020 02:20:44 PM
HEALTH -- Summary
FY 2021 Version -- AS -- Budgeted and Informational
FY Remaining: 83.8%

09207 Board of Nursing Home Admin - Info

Subobject	Operating	Expenditures	Encumbrances	Commitments	Remaining	PCT AVL
5204960 Other Contractual Service	1,500	121	0	0	1,379	91.9
Subtotal	**61,685**	**8,400**	**27,999**	**0**	**25,286**	41.0
SUPPLIES & MATERIALS						
5205310 Printing-state	500	0	0	0	500	100.0
5205320 Printing-commercial	500	0	0	0	500	100.0
5205350 Postage	900	19	0	0	881	97.9
5205390 Food Stuffs	50	0	0	0	50	100.0
Subtotal	**1,950**	**19**	**0**	**0**	**1,931**	99.0
52 Operating Subtotal	**66,690**	**8,419**	**27,999**	**0**	**30,272**	45.4
Total	**69,981**	**8,419**	**27,999**	**0**	**33,563**	48.0

AGENCY: 09 HEALTH
BUDGET UNIT: 09207 BOARD OF NURSING HOME ADMIN - INFO

COMPANY	CENTER	ACCOUNT	BALANCE	DR/CR	CENTER DESCRIPTION
6503	092000061816	1140000	21,880.84	DR	BOARD OF NURSING FACILITY ADMINISTRATORS
COMPANY/SOURCE TOTAL 6503 618			21,880.84	DR *	
COMP/BUDG UNIT TOTAL 6503 09207			21,880.84	DR **	
BUDGET UNIT TOTAL 09207			21,880.84	DR ***	

STATE OF SOUTH DAKOTA
REVENUE SUMMARY BY BUDGET UNIT
FOR PERIOD ENDING: 08/31/2020

AGENCY 09 HEALTH
BUDGET UNIT 09207 BOARD OF NURSING HOME ADMIN - INFO

COMPANY NO 6503
COMPANY NAME PROFESSIONAL & LICENSING BOARDS

CENTER	COMP	ACCOUNT	DESCRIPTION	CURRENT MONTH	YEAR-TO-DATE	
092070061816	6503	4293975	INITIAL APP'L - NHA	.00	1,500.00	
092070061816	6503	4293977	EMERGENCY TEMP LIC-NHA	.00	1,200.00	
092070061816	6503	4293978	EXAM FEE-HNA	.00	500.00	
ACCT:	4293	BUSINESS & OCCUP LICENSING (NON-GOVERNMENTAL)		.00	3,200.00	*
ACCT:	42	LICENSES, PERMITS & FEES		.00	3,200.00	**
092070061816	6503	4896019	MISC INCOME-NHA	.00	50.00	
ACCT:	4896			.00	50.00	*
ACCT:	48	OTHER REVENUE		.00	50.00	**
092070061816	6503	4920045	NONOPERATING REVENUES	1,000.43	1,000.43	
ACCT:	4920	NONOPERATING REVENUE		1,000.43	1,000.43	*
ACCT:	49	OTHER REVENUE		1,000.43	1,000.43	**
CNTR:	092070061816			1,000.43	4,250.43	***
CNTR:	092070061			1,000.43	4,250.43	****
CNTR:	0920700			1,000.43	4,250.43	*****
COMP:	6503			1,000.43	4,250.43	******
B UNIT:	09207			1,000.43	4,250.43	*******

SDNFA Board Meeting

Licenses that have been issued since 04/01/2020 and 9/1/2020 (Initial Licensure)

First Name	Last Name	Nat. Score	State Exam	Baccalaureate Degree/Transcript	Basis of Licensure
Laura	Harmelink	131/140	96	MA or MS Diploma/ Degree	AIT
Kristi	Livermont	126/126	100	MA or MS Diploma/ Degree	AIT
Megan	Tryon	136/140	100	AA or AS Diploma/ Degree	AIT

Emergency Permits that have been issued between 04/01/2020 and 9/1/2020

First Name	Last Name	Facility Name	Expiration Date
Kelsey	Bertsch	Menno Olivet Care Center	01/02/2021
Madeline	Cornell	Tekakwitha Living Center	1/6/2021
Brianna	Morris	Diamond Care Center	01/24/2021
Rene	Thrift	St. Williams Care Center	01/24/2021
Denton	Heisler	Avantara Pierre	5/25/2020
Darwyn	Kleffman	Bowdle Healthcare Center	12/7/2019
Petar	Mirkovic	Palisade Healthcare Community	07/22/2019