

South Dakota Nursing Facility Administrators
Regular Meeting Agenda
Thursday September 30, 2021 -- 10:00 am Central
Teleconference

Please register for the Board meeting using the link below. After registering, you will receive a confirmation email containing a unique link that you can use to join the board meeting. This will allow our office to identify each individual as they enter the meeting. Thank you.

Register: https://us02web.zoom.us/meeting/register/tZ0ud-GqqTosEtXv6J0p4-XoY4NxfqQ_ycuY

- 1) Call to Order
- 2) Open Forum – *5 minutes for the public to address the Board.*
- 3) Approval of Minutes – *April 7, 2021*
- 4) Adoption of Agenda
- 5) Financial Report
- 6) Office Update
- 7) New Business
 - a. Department of Human Services Update
 - b. Department of Health Update
 - c. DOH Legal Counsel Update
 - d. Board Meeting Schedule
- 8) Executive Session -1-25-2 (3)
- 9) License Applications
- 10) Announcements:
 - a. Next Board Meeting – April 6, 2022.
- 11) Adjourn



South Dakota Board of Nursing Facility Administrators
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South Dakota Board of Nursing Facility Administrators
Teleconference Board Meeting
April 7, 2021

Vice-President Hinker called the meeting to order at 1:03 pm Central.

Member of the Board present via teleconference: Justin Hinker, Jason Hanssen and Timothy Yeaton

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

Legal Counsel in attendance via teleconference: Justin Williams and Megan Borchert

Guests in attendance via teleconference: Ashley Malys

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

Motion to approve the minutes of the September 17, 2020 and January 27, 2021 Board Meetings by Hanssen. Second by Yeaton. Hinker, Hanssen and Yeaton vote aye. Motion carried.

Motion to approve the agenda by Yeaton. Second by Hanssen. Hinker, Hanssen and Yeaton vote aye. Motion carried.

Motion to approve the financial report by Hanssen. Second by Yeaton. Hinker, Hanssen and Yeaton vote aye. Motion carried.

Novotny provided an office update.

Motion to move into Executive Session per SDCL 1-25-2 (3) and (4) by Hinker. Second by Hanssen. Hinker, Hanssen and Yeaton vote aye. Motion carried. The Board went into Executive Session at 1:10 pm.

Motion to move out of Executive Session by Yeaton. Second by Hanssen. Hinker, Hanssen and Yeaton vote aye. Motion carried. The Board came out of Executive Session at 1:58 pm.

Motion to approve the Nursing Facility Administrator license application of Ashley Malys by Hinker. Second by Yeaton. Hinker, Hanssen and Yeaton vote aye. Motion carried.

Motion to approve the FY 2022 contracts, as presented, by Yeaton. Second by Hanssen. Hinker, Hanssen and Yeaton vote aye. Motion carried.

Novotny updated the Board on the DOH Legal Counsel Project.

Motion to approve the Board Policies, as presented, by Hinker. Second by Yeaton. Hinker, Hanssen and Yeaton vote aye. Motion carried.

Motion to approve the Continuing Education Guidelines, as amended, by Hinker. Second by Yeaton. Hinker, Hanssen and Yeaton vote aye. Motion carried.

Motion to elect Jessica Spencer as President, Justin Hinker as Vice President and Timothy Yeaton as Secretary Treasurer by Yeaton. Second by Hinker. Hinker, Hanssen and Yeaton vote aye. Motion carried.

Novotny provided an update to the Board on the National Association of Long-Term Care Administrator Boards (NAB).

The Board scheduled a meeting for April 6, 2022.

Motion to approve Nursing Facility Administrator licenses for Nicole Gray, Malenda Hoelscher, Joshua Kelly, Darwyn Kleffman, Coleen McCarty, Brianna Morris, Cordell Muilenburg, Curtin O'Neal, Lourdes Parker, John Paulson, Iden Ramey, Alicia Riniker and Robert Sayler and Emergency Permits for Joshua Kelly, Christopher Hart, John Paulson, Courtney Unruh, Petar Mirkovic, Kelsey Bertsch and Rachel Holler by Yeaton. Second by Hanssen. Hinker, Hanssen and Yeaton vote aye. Motion carried.

Motion to adjourn the meeting at 2:16 pm by Hinker. Second by Yeaton. Hinker, Hanssen and Yeaton vote aye. Motion carried.

Respectfully Submitted,

Timothy Yeaton
Secretary

Remaining Authority by Object/Subobject

Expenditures current through 09/10/2021 10:21:06 PM

HEALTH -- Summary

FY 2022 Version -- AS -- Budgeted and Informational

FY Remaining: 80.5%

09207 Subobject	Board of Nursing Home Admin - Info	Operating	Expenditures	Encumbrances	Commitments	Remaining	PCT AVL
EMPLOYEE SALARIES							
5101030	Board & Comm Mbrs Fees	3,065	0	0	0	3,065	100.0
Subtotal		3,065	0	0	0	3,065	100.0
EMPLOYEE BENEFITS							
5102010	Oasi-employer's Share	308	0	0	0	308	100.0
Subtotal		308	0	0	0	308	100.0
51 Personal Services							
Subtotal		3,373	0	0	0	3,373	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	5,100	0	1,400	21.5
5204080	Legal Consultant	2,138	0	0	0	2,138	100.0
5204090	Management Consultant	43,634	7,274	28,724	0	7,636	17.5
5204160	Workshop Registration Fec	50	0	0	0	50	100.0
5204181	Computer Services-state	465	0	0	0	465	100.0
5204200	Central Services	793	155	0	0	638	80.5
5204204	Central Services	305	85	0	0	220	72.1
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 Srvc	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 09/10/2021 10:21:06 PM

HEALTH -- Summary

FY 2022 Version -- AS -- Budgeted and Informational

FY Remaining: 80.5%

09207 Board of Nursing Home Admin - Info						PCT
Subobject	Operating	Expenditures	Encumbrances	Commitments	Remaining	AVL
5204960 Other Contractual Service	1,500	121	0	0	1,379	91.9
Subtotal	61,695	7,635	33,824	0	20,236	32.8
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	23	0	0	877	97.4
5205390 Food Stuffs	50	0	0	0	50	100.0
Subtotal	1,950	23	0	0	1,927	98.8
52 Operating						
Subtotal	66,700	7,658	33,824	0	25,218	37.8
Total	70,073	7,658	33,824	0	28,591	40.8

BA1409R1

STATE OF SOUTH DAKOTA
CASH CENTER BALANCES
AS OF: 08/31/2021

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

COMPANY	CENTER	ACCOUNT	BALANCE	DR/CR	CENTER DESCRIPTION
6503	092000061816	1140000	55,031.73	DR	BOARD OF NURSING FACILITY ADMINISTRATORS
COMPANY/SOURCE TOTAL 6503 618			55,031.73	DR *	
COMP/BUDG UNIT TOTAL 6503 09207			55,031.73	DR **	
BUDGET UNIT TOTAL 09207			55,031.73	DR ***	

STATE OF SOUTH DAKOTA
 REVENUE SUMMARY BY BUDGET UNIT
 FOR PERIOD ENDING: 08/31/2021

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

CENTER	COMP	ACCOUNT	DESCRIPTION	CURRENT MONTH	YEAR-TO-DATE	
COMPANY NO 6503						
COMPANY NAME PROFESSIONAL & LICENSING BOARDS						
092070061816	6503	4293975	INITIAL APP'L - NHA	1,200.00	1,200.00	
092070061816	6503	4293976	RECIPROCITY APP'L - NHA	600.00	600.00	
092070061816	6503	4293977	EMERGENCY TEMP LIC-NHA	600.00	600.00	
092070061816	6503	4293978	EXAM FEE-HNA	600.00	600.00	
ACCT:	4293	BUSINESS & OCCUP LICENSING (NON-GOVERNMENTAL)		3,000.00	3,000.00	*
ACCT:	42	LICENSES, PERMITS & FEES		3,000.00	3,000.00	**
092070061816	6503	4896019	MISC INCOME-NHA	50.00	50.00	
ACCT:	4896			50.00	50.00	*
ACCT:	48	OTHER REVENUE		50.00	50.00	**
092070061816	6503	4920045	NONOPERATING REVENUES	657.92	657.92	
ACCT:	4920	NONOPERATING REVENUE		657.92	657.92	*
ACCT:	49	OTHER REVENUE		657.92	657.92	**
CNTR:	092070061816			3,707.92	3,707.92	***
CNTR:	092070061			3,707.92	3,707.92	****
CNTR:	0920700			3,707.92	3,707.92	*****
COMP:	6503			3,707.92	3,707.92	*****
B UNIT:	09207			3,707.92	3,707.92	*****

SDNFA Board Meeting**Licenses that have been issued between 3/18/2021 and 9/13/2021
(Initial Licensure)**

First Name	Last Name
Jody	Becker
Kelsey	Bertsch
Blake	Dehnke
Kasey	Klapprodt
Alexis	Luke
Stacy	Mertens
Petar	Mirkovic
Charlotte	Pentheny
Jeremiah	Schneider
Courtney	Unruh

**Emergency Permits that have been issued between 03/18/2021 and
9/13/2021**

First Name	Last Name
Sr. Rosemary	Bell
Jeffrey	Berens
Michael	Christensen
Rachel	Holler
Stephanie	Macfarlane
Tiffany	Miller
Kathy	Peterson
Britney	Senger
Kathleen	Styles
Courtney	Unruh