

**BOARD OF EXAMINERS FOR NURSING HOME ADMINISTRATORS  
TELECONFERENCE MINUTES**

DATE: April 23, 2015

TIME: 1:00 p.m. C.S.T

LOCATION: 665 Mainstream Drive  
Poplar Conference Room  
Ground Floor  
Nashville, TN 37243

MEMBER(S) in attendance  
Electronically: Harold Walker, Chair  
Craig Laman, NHA  
Stephen J. D'Amico, MD  
Russell Caughron, NHA  
Juanita Honeycutt, NHA  
Florence Weierbach, PhD  
Vincent Davis, Director of Healthcare Facilities  
Barbara Trautman, Consumer Member

MEMBER(S) ABSENT: Kathryn Wilhoit, RN, PhD, NHA, Vice Chair

STAFF PRESENT: Michael Sobowale, Unit Director  
Lakita Taylor, Board Manager  
Mary V. Webb, Board Administrator  
Mollie Gass, Assistant General Counsel  
Kyonzte Hughes-Toombs, Assistant General Counsel  
Rosemarie Otto, Director of Health Related Boards

A teleconference was held to consider license applicant Vicky Groce's petition for a grant of Declaratory Order to be allowed to sit for the NAB examination.

**Necessity of Meeting**

The necessary number of board members joined the teleconference and a quorum was established.

Mr. Sobowale opened the meeting by taking the members through the procedural steps necessary to convene an electronic meeting. After a roll call vote, the Board agreed to proceed with the meeting electronically.

BENHA  
Teleconference  
April 23, 2015

The Board determined that the subject matter required timely action; that the physical presence of all members was not possible considering the period of time required for action; and that the participation of some or all of the members of the Board by electronic means or other means was necessary.

After a roll call vote, the motion carried with all members participating voting to approve the necessity of having an electronic meeting of the Board. Thereafter, the meeting was turned over to Mr. Harold Walker, Board Chair, who called the electronic meeting to order.

The Board Chair requested Mollie Gass, Board Attorney, to present and discuss the subject matter of the meeting. Ms. Gass discussed the petition filed by petitioner, Vicky Groce, and stated that should the Board agree to hear the petition, proper notices will be filed with the Secretary of State's office in time for a contested case hearing of the Board at the June 1<sup>st</sup> meeting, pursuant to statute.

After hearing Ms. Gass' presentation, the Board agreed to hear the petition at the June 1<sup>st</sup> meeting with a motion and a roll call vote of all participating Board Members. The motion was unanimously approved.

Thereafter, the Board adjourned at 1:18 p.m.

**These minutes were ratified by the Board at the June 1, 2015 meeting.**