



State of Idaho
Division of Occupational and Professional Licenses
Idaho Board of Examiners of Residential Care Facility
Administrators

BRAD LITTLE
Governor
RUSSELL BARRON
Administrator

11341 W Chinden Blvd.
P.O. Box 83720
Boise, ID 83720-0063
(208) 334-3233
dopl.idaho.gov

Board Meeting Minutes of 4/10/2024

Board	Robert "Chuck" Bosen - Chair	Division	Cesley Metcalfe, Executive Officer
Members	Jerry Parmeley	Staff:	Greg Loos, General Counsel
Present:	Mary Zarybnisky		Skip Liddle, Investigative Unit Manager
			Steve Hogue, Investigative Unit Supervisor
			Allegra Earl, Licensing Supervisor
			Christian Runnalls, Board Support Specialist

The meeting was called to order at 9:00 AM by Robert "Chuck" Bosen.

Approval of Minutes

A motion was made and seconded to approve the 10/11/2023 minutes. The motion carried unanimously.

BOARD BUSINESS

NAB Health Services Executive Presentation: Mr. Lindner presented information on the NAB Health Services Executive (HSE) qualifications. The Board was asked to consider recognizing NAB HSE as meeting qualifications for licensure.

DIVISION BUSINESS:

2024 Legislative Session Overview: Ms. Metcalfe provided a legislative update on House Bill 505, House Bill 705, Senate Bill 1429, House Bill 563, and House Bill 767.

Public Board Members Training: Mr. Loos presented training to the Board on the role and importance of public members appointed to regulatory boards.

Financial Update: Ms. Metcalfe presented the financial report.

BOARD BUSINESS

Licensing Report: Ms. Earl presented the licensing report.

Executive Session

A motion was made and seconded to enter executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law, Idaho Code § 74-106(9). The purpose of the executive session was to discuss documents relating to the fitness of a licensee to retain a license or registration. The vote was: Mr. Parmeley, aye; Ms. Zarybnisky, aye; and Mr. Bosen, aye. The motion carried unanimously.

A motion was made and seconded to exit executive session. The motion carried unanimously. No decisions were made in executive session.

Discipline

A motion was made and seconded to close case number I-RCA-2024-1 with an advisory letter. The motion carried unanimously.

BOARD BUSINESS

Zero-Based Regulation: The Board continued its review of the administrative rules for Zero-Based Regulation (ZBR). Unless stated otherwise, the following changes are being contemplated, pending notice of intent to promulgate rulemaking, stakeholder input, and final votes by the Board:

Rule 100 – Applications: The Board added a subsection recognizing the NAB Health Service Executive (HSE) credential as an additional pathway for licensure.

Rule 600 – Fees: The Board updated fees to align with Idaho Code § 54-4205(1)(g).

Adjourn

There being no further business, the meeting was adjourned at 10:32 AM.

The next meeting is on 5/8/2024.