



State of Idaho

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

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Board Meeting Minutes of 5/8/2024

Board	Robert "Chuck" Bosen - Chair	Division	Cesley Metcalfe, Executive Officer
Members	Jerry Parmeley	Staff:	Greg Loos, General Counsel
Present:	Mary Zarybnisky		Allegra Earl, Licensing Unit 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 4/10/2024 minutes. The motion carried unanimously.

BOARD BUSINESS

Zero-Based Regulation: Mr. Bosen read the written comment from Allen Perren asking the Board to consider allowing licensed Administrators to be part of a survey and licensing team. Tom Moss, Department of Health and Welfare, stated this comment is not relevant to the Board rules and falls under a different statute. No changes were made to the rules.

Mr. Bosen read the verbal comment made by Robert Vande Merwe at the Negotiated Rulemaking Session asking if information about the change to a two-year continuing education cycle will be on the application or website. Ms. Metcalfe stated that information will be provided on the renewal application and the Board's website. No changes were made to the rules.

Mr. Vande Merwe asked if licensure by endorsement will be available as an application option. Ms. Earl stated the new licensing system will allow applicants to select if they are applying through endorsement or by exam. No changes were made to the rules.

A motion was made and seconded to adopt the rules as proposed and published in the June 2024 Bulletin. The motion carried unanimously.

Adjourn

There being no further business, the meeting was adjourned at 9:24 AM.

The next meeting is on 8/14/2024.