

**IDAHO BOARD OF EXAMINERS OF RESIDENTIAL CARE FACILITY  
ADMINISTRATORS**

**Division of Occupational and Professional Licenses**

P.O. Box 83720  
Boise, ID 83720-0063

**Conference Call Minutes of 7/12/2022**

**BOARD MEMBERS PRESENT:** Robert "Chuck" Bosen - Chair  
Kristen E Hyde  
Mary Zarybnisky

**BOARD MEMBERS ABSENT:** Jerry Parmeley

**DIVISION STAFF:** Anne Lawler, Bureau Chief  
Kent Absec, Licensing Program Manager  
John Price, Investigative Unit Manager  
Nicholas Krema, General Counsel  
Cesley Metcalfe, Board Support Supervisor  
Emily Rough, Board Support Specialist

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

**LAWS AND RULES**

Ms. Lawler presented a legislative update. She informed the Board that the following bills passed the 2022 Legislative Session: Senate Bill 1296 amends existing law to replace references to the Bureau of Occupational Licenses with the Division of Occupational and Professional Licenses; House Bill 612 allows expungement of continuing education or late renewal disciplinary action older than seven years upon request of the licensee; Senate Bill 1244 allows the Division Administrator to create or disband advisory committees; House Bill 629 establishes the Office of Administrative Hearings; and Senate Bill 1297 allows the Division to share investigative information regarding licenses with other boards and commissions within the Division.

**DIVISION UPDATE**

Ms. Lawler stated that the Division is officially moved into the permanent building. In-person meetings will resume in August.

**FINANCIAL REPORT**

Mr. Absec gave the financial report, which indicated that the Board had a cash balance of (\$107,129.45) as of March 23, 2022.

## **COMPLAINT MEMORANDUM**

Mr. Price gave the investigative report, which is linked above.

### **FOR BOARD DETERMINATION**

Ms. Hyde made a motion to approve the Division's recommendation and authorize closure in case number I-RCA-2021-3. It was seconded by Ms. Zarybnisky. Motion carried.

### **APPROVAL OF MINUTES**

Ms. Hyde made a motion to approve the minutes of May 2, 2022. It was seconded by Ms. Zarybnisky. Motion carried.

**NEXT MEETING** was scheduled for October 12, 2022, at 9 AM MDT.

### **ADJOURNMENT**

Mr. Bosen adjourned the meeting at 9:31 AM MDT.