



Janet T. Mills  
Governor

STATE OF MAINE  
DEPARTMENT OF PROFESSIONAL & FINANCIAL REGULATION  
OFFICE OF PROFESSIONAL AND OCCUPATIONAL REGULATION



Joan F. Cohen  
Commissioner

Penny Vaillancourt  
Director

**Nursing Home Administrator Licensing Board  
Public Board Meeting  
Wednesday, July 22, 2026**

**AGENDA**

**Location:**

*Physical Location:* Department of Professional and Financial Regulation, Gardiner Annex,  
76 Northern Avenue, Gardiner, ME

**Room:** Kennebec Conference Room

**Time:** 9:00 a.m.

*Virtual Zoom Meeting*

<https://mainestate.zoom.us/j/85725778612?pwd=5btoUnaFbrFbv7vUBIaKtNaDDgSBq3.1>

Meeting ID: 857 2577 8612

Passcode: 02852067

**Board Member Participation:**

Board members may participate remotely in Board meetings pursuant to Title 1, Section 403-B and the Board Member Remote Participation Policy adopted by the Board on September 22, 2021.

**Public Participation:**

Regardless of whether the Board meets in-person or by remote virtual means via Zoom, the public may observe the board meeting in-person at the location described above or may choose to join virtually (see the link above).

**Contact:** Kristen Bowker, Office Specialist I  
Email: [Kristen.Bowker@maine.gov](mailto:Kristen.Bowker@maine.gov)

**I. CALL TO ORDER**

Office Location: 76 Northern Avenue, Gardiner, Maine 04345  
Mailing Address: 35 State House Station, Augusta, Maine 04333

[Nursing Home Administrators Licensing Board | Office of Professional and Occupational Regulation](#)

**II. MINUTES REVIEW AND APPROVAL**

1. Review and Approval of the meeting minutes of May 27, 2026

**III. COMPLAINT PRESENTATION**

1. 2025-NHA-21096

**IV. CONSENT AGREEMENT COMPLIANCE (Tabled from last meeting)**

1. 2022-NHA-18519

**V. NAB CONFERENCE**

1. First time attendance from Maine - Update Board Members on What's new with the National Association of Long-Term Care Administrator Boards

**VI. RULEMAKING**

1. Chapter 23, Multi-level Long Term Care Facility Administrators: Licensure by Examination
2. Chapter 26, Licensure of Residential Care Facility Administrators
3. Chapter 27, Temporary Licensure of Administrators
4. Chapter 29, Preceptor Training

**VII. BOARD MANAGER'S REPORT**

1. Discussion of AIT documents & review updated forms
2. Acting Administrator role

**VIII. OPPORTUNITY FOR PUBLIC COMMENT**

"The Board will offer an opportunity to members of the public in attendance to comment on any public matter under the jurisdiction of the Board, except for any open application or complaint. While the Board cannot take action on any issues presented, the Board will listen to comments and may ask staff to place the issue on a subsequent agenda. At the discretion of the Board Chair a time limit on comments may be set.

**IX. ADJOURNMENT**

Pursuant to 1 M.R.S §406, public notice has been met by publication in an area newspaper where the meeting is held and in the Maine Legislative Calendar. All meetings are open to members of the public for observation but not for public participation. If you plan to attend this meeting, please contact the Board's office 24 hours in advance to confirm the meeting will take place as scheduled. If you have any questions concerning this agenda, please contact Holly Poirier at [Holly.Poirier@maine.gov](mailto:Holly.Poirier@maine.gov) This agenda may be subject to change prior to the meeting date.

