



Janet T. Mills  
Governor

STATE OF MAINE  
DEPARTMENT OF PROFESSIONAL & FINANCIAL REGULATION  
OFFICE OF PROFESSIONAL & OCCUPATIONAL REGULATION  
**Nursing Home Administrators Licensing Board**  
35 STATE HOUSE STATION  
AUGUSTA, MAINE  
04333-0035

Joan Cohen  
Commissioner

**Nursing Home Administrators Licensing Board Public  
Board Meeting  
April 23, 2025**

**Location:** Maine Department of Professional and Financial Regulation  
**76 Northern Avenue, Gardiner, ME 04345**

**Room:** Central Conference Room

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

Join Zoom Meeting

<https://mainestate.zoom.us/j/83403141854?pwd=O6Xh98YVomX9vpdrBQa6LhIvDy9C9v.1>

Meeting ID: 834 0314 1854

Passcode: 34349620

One tap mobile

+16468769923,,83403141854# US (New York)

+16469313860,,83403141854# US

**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 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):

**I. CALL TO ORDER**

PHONE: (207) 624-8624 (VOICE OFFICES LOCATED AT: 76 NORTHERN AVENUE, GARDINER,  
TTY users: call Maine Relay 711 FAX: (207) 624-86

**II. ELECTION OF BOARD CHAIR**

**III. MINUTES REVIEW AND APPROVAL**

- a. Review and approval of January 22, 2025 minutes

**IV. COMPLAINT PRESENTATION**

- a. 2024-NHA-20342
- b. 2024-NHA-20343
- c. 2023-NHA-19364
- d. 2024-NHA-19904

**V. PRESENTATION OF THE HSE CREDENTIAL FROM NAB**

**VI. LICENSE APPLICATION REVIEW**

- a. Robert Hemenway, AD2205 & RCA2177

**VII. ADMINISTRATOR’S REPORT**

- a. Review of Limited Delegation of Authority to Board Administrator to issue  
Renewal Applications and Letter of Guidance Resolving Complaints involving  
Continuing Education

**VIII. OPPORTUNITY FOR PUBLIC COMMENT**

“Under this item, the Board may offer an opportunity to members of the public listening in to comment on any public matter under the jurisdiction of the Board. While the Board cannot take action on any issues presented, nor can it respond to or debate decisions made today, including matters relating to complaint cases that may be on the agenda. 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**

OFFICES LOCATED AT: 76 NORTHERN AVENUE, GARDINER, MAINE

PHONE : (207) 624-8626 (VOICE)

TTY users: call Maine Relay 711

FAX: (207) 624-8637