



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

Anne L. Head  
Commissioner

**Nursing Home Administrators Licensing Board  
Public Board Meeting  
Wednesday, November 29, 2023**

**AGENDA**

**Location:** 76 Northern Ave., Gardiner, ME

**Room:** Central Conference Room

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

**Option for Virtual Attendance by the Public:**

In addition, though not required by law, this meeting is being made virtually available using the platform Zoom to members of the public who do not attend in-person. A link for the public to access the Board meeting virtually will be posted on the Board's website at <https://www.maine.gov/pfr/professionallicensing/professions/nursing-home-administrators-licensing-board/home/board-meeting-information>. The Board expects that members of the public who attend the Board meeting virtually will be able to provide public comment to the same extent as members of the public who attend in-person.

**Contact:** Jessica Cirello, Professional Licensing Supervisor  
Email: [Jessica.M.Cirello@maine.gov](mailto:Jessica.M.Cirello@maine.gov)

**I. CALL TO ORDER**

**II. INTRODUCTION OF HOLLY POIRIER – REGULATORY BOARD ADMINISTRATOR**

**III. MINUTES REVIEW AND APPROVAL**

Review and approval of the April 26, 2023 minutes.

**IV. RULEMAKING DISCUSSION**

OFFICES LOCATED AT: 76 NORTHERN AVENUE, GARDINER, MAINE

**V. ADMINISTRATOR'S REPORT**

**VI. 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.”

**VII. 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 Jessica Cirello at (207) 624-8623. This agenda may be subject to change prior to the meeting date.

**NOTICE TO BOARD MEMBERS:** If you cannot attend this meeting, please contact Jessica Cirello at (207) 624-8623 or [Jessica.M.Cirello@maine.gov](mailto:Jessica.M.Cirello@maine.gov) at least 48 hours in advance of the meeting.