



Arkansas State Board of Nursing

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BOARD BUSINESS MEETING MINUTES

TIME AND PLACE: January 9, 2020
ASBN Boardroom

MEMBERS PRESENT: Michael Burdine, RN; Lance Lindow, RN; Janice Ivers, MSN, RN, CNE; Stacie Hipp, APRN; Neldia Dycus, BS, MHSM, MHRD, RN; Jasper Fultz, LPN; Melanie Garner, LPN, CLC; Yolanda Green, LPN; Ramonda Housh, MNSc, APRN, CNP, C-PNP; Rachel Sims, BSN, RN

MEMBERS ABSENT: None

STAFF ATTENDING AT VARIOUS TIMES: Sue A. Tedford, Executive Director, MNSc, APRN
William F. Knight, General Counsel, JD
Mary Trentham, Attorney Specialist, JD, MNSc, MBA, APRN
Lisa Wooten, Assistant Director, MPH, BSN, RN
Karen McCumpsey, Assistant Director MNSc, RN, CNE
Tonya Gierke, Assistant Director, JD, BSN, RN
Brandon Grimes, Regulatory Board Chief Investigator
Tammy Vaughn, Program Coordinator, MSN, RN, CNE
Deborah Rodgers, Program Coordinator, MSN, RN
Susan Lester, Executive Assistant to the Director
Albert Williams, Information Systems Coordinator
LouAnn Walker, Public Information Coordinator

President Mike Burdine called the meeting to order at 1:00 p.m. A flexible agenda was declared.

I. CONSENT AGENDA

MOTION 1: I move the Arkansas State Board of Nursing approve the items on the Consent Agenda.

Brought by Mike Burdine and seconded by Lance Lindow.

PASSED.

II. COMMITTEE REPORTS

Reports were given by Committee chairs. Motions reflect committee recommendations.

A. FINANCE COMMITTEE

Janice Ivers, the Finance Committee Chairperson, along with Darla Erickson, Administrative Services Manager, covered items for the Finance Committee. The Finance Committee approved their minutes and purpose of their committee. The following motions were presented:

MOTION 2: I move that the Arkansas State Board of Nursing approve the financial statements for July 2019, August 2019, September 2019, October 2019, and November 2019.

Brought by Janice Ivers and seconded by the Finance Committee.

PASSED.

MOTION 3: I move that the Arkansas State Board of Nursing approve the financial reports prepared by the Department of Finance and Administration- Service Bureau and Office of Personnel Management for the State Board of Nursing for the period July 2019, August 2019, September 2019, October 2019, and November 2019.

Brought by Janice Ivers and seconded by the Finance Committee.

PASSED.

MOTION 4: I move that the Arkansas State Board of Nursing approve the report reconciling the ASBN financial statements to the AASIS documents received by the Department of Finance and Administration- Service Bureau and Office of Personnel Management for the State Board of Nursing for the period July 2019, August 2019, September 2019, October 2019, and November 2019.

Brought by Janice Ivers and seconded by the Finance Committee.

PASSED.

MOTION 5: I move that the Arkansas State Board of Nursing authorize stipend payments in accordance with A.C.A. § 25-16-905.

Brought by Janice Ivers and seconded by the Finance Committee.

PASSED.

MOTION 6: I move that the Arkansas State Board of Nursing authorize expense reimbursement in accordance with A.C.A. § 25-16-902.

Brought by Janice Ivers and seconded by the Finance Committee.

PASSED.

MOTION 7: I move that the Arkansas State Board of Nursing on line 17 of the purpose of the Finance Committee, replace "Risk Assessment" with "Control Self-Assessment".

Brought by Janice Ivers and seconded by the Finance Committee.

PASSED.

The Board Members discussed travel opportunities for the upcoming year and the following Motions were presented:

MOTION 8: I move that the Arkansas State Board of Nursing approve funding for the following three (3) Board Members to attend the 2020 NCSBN Mid-Year Meeting in Boston, MA, March 3 – 6, 2020, if funds are available: Yolanda Green, Neldia Dycus, and Melanie Garner. Alternates will be: Stacie Hipp and Janice Ivers.

Brought by Janice Ivers and seconded by the Finance Committee.
PASSED.

MOTION 9: I move that the Arkansas State Board of Nursing approve funding for the following four (4) Board Members to attend the 2020 NCSBN Annual Meeting in Chicago, IL, August 11 - 14, 2020, if funds are available: Yolanda Green, Melanie Garner, Neldia Dycus, and Stacie Hipp.

Brought by Janice Ivers and seconded by the Finance Committee.
PASSED.

MOTION 10: I move that the Arkansas State Board of Nursing RESCIND the motion to approve funding for the following four (4) Board Members to attend the 2020 NCSBN Annual Meeting in Chicago, IL, August 11 - 14, 2020, if funds are available: Yolanda Green, Melanie Garner, Neldia Dycus, and Stacie Hipp.

Brought by Janice Ivers and seconded by the Finance Committee.
PASSED.

MOTION 11: I move that the Arkansas State Board of Nursing approve funding for the following four (4) Board Members to attend the 2020 NCSBN Annual Meeting in Chicago, IL, August 11 - 14, 2020, if funds are available: Yolanda Green, Melanie Garner, Neldia Dycus, and Jasper Fultz.

Brought by Janice Ivers and seconded by the Finance Committee.
PASSED.

MOTION 12: I move that the Arkansas State Board of Nursing approve funding for the following one (1) Board Member to attend the 2020 APRN Roundtable in Rosemont, Illinois April 6 - 7, 2020, if funds are available: Ramonda Housh. No alternates at this time.

Brought by Janice Ivers and seconded by the Finance Committee.
PASSED.

MOTION 13: I move that the Arkansas State Board of Nursing approve funding for the following Board Member to attend the 2020 National Organization of Alternative Programs (NOAP) Conference in Albuquerque, NM, March 15 – 20, 2020, if funds are available: Stacie Hipp.

Brought by Janice Ivers and seconded by the Finance Committee.
PASSED.

MOTION 14: I move that the Arkansas State Board of Nursing approve the Comprehensive Annual Financial Report (CAFR) Year End Closing Package for Service Bureau Agencies Parts B and C submitted for the Arkansas State Board of Nursing to the Department of Finance and Administration for the fiscal year ended June 30, 2019.

Brought by Janice Ivers and seconded by the Finance Committee.
PASSED.

MOTION 15: I move that the Arkansas State Board of Nursing approve the preliminary 2020 Control Self-Assessment scheduled to be submitted in March 2020 for the Arkansas State Board of Nursing to the Department of the Inspector General Office of

Chief Internal Audit. The final 2020 Control Self-Assessment shall be reviewed by the Board in the regularly scheduled business meetings in May 2020.

Brought by Janice Ivers and seconded by the Finance Committee.

PASSED.

Darla Erickson reminded Board Members to review the documentation regarding signs of financial difficulty which was provided to them. Darla also confirmed there were no changes in the financial section of the strategic plan.

III. OTHER

Susan Brown with PCI spoke to the Board concerning events planned for the upcoming year. They advised the Board that the Nursing Compassion and outstanding Nurse Educator Award Ceremony will take place on April 4, 2020 in conjunction with the Nursing Expo at the Jack Stephens Event Center located on the University of Arkansas-Little Rock Campus. Free nursing continuing education credits will be provided to nurses who attend the courses entitled "Medical Marijuana" and "Nurse Heal Thyself". Ms. Brown asked ASBN staff and Board Members to please get the word out regarding PCI's need for nominees for the Nursing Compassion and outstanding Nurse Educator Awards. The Nursing Continuing Education Cruise will be scheduled for some time next year.

COMMITTEE REPORTS (CONTINUED)

B. EDUCATION COMMITTEE

Ramonda Housh, Acting Education Committee Chairperson, along with Tammy Vaughn, ASBN Program Coordinator, covered items for the Education Committee. The following motions were presented:

MOTION 16: I move that the Arkansas State Board of Nursing continues with Conditional Approval until the Southeast Arkansas College Associate of Applied Science in Nursing program has two consecutive years of above 75% NCLEX pass rates or until the Board withdraws approval status for noncompliance with the education standard.

Brought by Ramonda Housh and seconded by the Education Committee.

PASSED.

MOTION 17: I move that the Arkansas State Board of Nursing grant Continued Full Approval to the Black River Technical College Practical Nurse Program until the year 2024.

Brought by Janice Ivers and seconded by the Education Committee.

RAMONDA HOUSH RECUSED.

PASSED.

MOTION 18: I move that the Arkansas State Board of Nursing grant Continued Full Approval to the University of Arkansas Monticello College of Technology-McGehee Practical Nurse program until the year 2024.

Brought by Ramonda Housh and seconded by the Education Committee.

PASSED.

MOTION 19: I move that the Arkansas State Board of Nursing grant Continued Full Approval to the University of Arkansas for Medical Sciences College of Nursing Baccalaureate degree in nursing program until the year 2024.

Brought by Ramonda Housh and seconded by the Education Committee.

PASSED.

MOTION 20: I move that the Arkansas State Board of Nursing extend the Pilot for the University of Arkansas at Fort Smith/Western Arkansas Technical Center Practical Nursing Program until FY 2022 NCLEX-PN results are finalized and a follow-up report has been submitted.

Brought by Ramonda Housh and seconded by the Education Committee.

PASSED.

MOTION 21: I move that the Arkansas State Board of approve the University of Arkansas at Fort Smith/Western Arkansas Technical Center Practical Nursing Programs curriculum revisions effective January 2020, to include:

1. Require students be high school seniors before entrance into the PN program.
2. Allow Practical Nursing students to administer narcotics at clinical sites, if facility allows.

Brought by Ramonda Housh and seconded by the Education Committee.

PASSED.

MOTION 22: I move that the Arkansas State Board of Nursing approve the University of Arkansas Hope/Texarkana Practical Nursing Programs curriculum revisions effective immediately

Brought by Ramonda Housh and seconded by the Education Committee.

PASSED.

MOTION 23: I move that the Arkansas State Board of Nursing approve the National Park College Practical Nursing Programs curriculum revisions effective with the next admission cycle.

Brought by Ramonda Housh and seconded by the Education Committee.

JANICE IVERS RECUSED.

PASSED.

MOTION 24: I move that the Arkansas State Board of Nursing approve the University of Arkansas Community College Morrilton Practical Nursing Programs curriculum revisions effective fall of 2020.

Brought by Ramonda Housh and seconded by the Education Committee.

PASSED.

MOTION 25: I move that the Arkansas State Board of Nursing approve the JPMC School of Nursing Associate of Applied Science Degree Nursing Programs curriculum revisions effective with the next admission cycle.

Brought by Ramonda Housh and seconded by the Education Committee.

PASSED.

MOTION 26: I move that the Arkansas State Board of Nursing grants Initial Approval to the Black River Technical College Associate of Applied Science in Registered Nursing program, to be located on the Pocahontas and Paragould campus.

Brought by Janice Ivers and seconded by the Education Committee.

RAMONDA HOUSH RECUSED.

PASSED.

MOTION 27: I move that the Arkansas State Board of Nursing approve the Arkansas Northeastern College Medication Assistant-Certified program to begin the Fall of 2020.

Brought by Ramonda Housh and seconded by the Education Committee.

PASSED.

MOTION 28: I move that the Arkansas State Board of Nursing accept the 2019 NCLEX low pass rate responses and reports for the following programs: East Arkansas Community College – ADN – first year; JRMC School of Nursing – ADN – third year; Southeast Arkansas College – ADN – fifth year (admissions suspended 2018).

Brought by Ramonda Housh and seconded by the Education Committee.

PASSED.

Tammy Vaughn reported the Education Department's strategic plan is still on track. The Education approved their September 12, 2019 minutes and reviewed their purpose of committee.

C. PRACTICE COMMITTEE

Lance Lindow, Practice Committee Chairperson, and Mary Trentham, Attorney Specialist, covered items for the Practice Committee.

The Practice Committee approved their minutes from the September 12, 2019 meeting. They also reviewed their strategic plan, guidelines for Consent Agreements used by staff, along with the purpose of their committee. They discussed medication-assisted treatment. The following motions were presented:

MOTION 29: I move that the Board accept the position statement regarding Licensed Nurse-Driven Standing Orders (Attached). Further, have board staff disseminate the information to the public through social media and the *ASBN Update* for public comment.

Brought by Lance Lindow and seconded by the Practice Committee.

PASSED.

MOTION 30: I move that the Board direct board staff to develop a position statement regarding Registered Nurse Driven Standing Orders as recommended by the Institute of Medicine's (renamed the National Academy of Medicine) vision of team-based diagnosis supported by the Center for Medicare and Medicaid Services Revisions for Hospital Conditions of Participation per §482.24 (c) (3) (77 FR 29002 & FR 29034).

Brought by Lance Lindow and seconded by the Practice Committee.

PASSED.

D. ADMINISTRATIVE COMMITTEE

Stacie Hipp, Chairperson for the Administrative Committee, and Sue Tedford, ASBN Executive Director, presented the following motions:

MOTION 31: I move that the Arkansas State Board of Nursing approve revisions to the following policies of the Arkansas State Board of Nursing Administrative Manual as listed and attached:

PRACTICE

- III-2, Processing Investigation Invoices*
- III-4, Receiving a Complaint*
- III-5, Reviewing a Complaint*
- III-6, Conducting an Investigation*
- III-15, Authorizing Disciplinary Investigations*
- III-16, Processing Investigative Reports*
- III-21, Processing Complaints from the Attorney General's Office*
- III-23, Archiving Discipline Documents*
- III-24, Unlicensed Nursing Practice*
- III-25, Late Renewals*
- III-27, Obtaining a License Suspended by the Board*
- III-28, Order and Notice of Hearing*
- III-29, Facts and Findings, Conclusion of Law and Order*
- III-30, Reinstatements*
- III-31, Letters of Warning*
- III-32, Letters of Reprimand*
- III-33, Probation*
- III-34, Suspension*
- III-35, Voluntary Surrender*
- III-36, Publication of Disciplinary Actions*
- III-39, Child Support Suspension*
- III-41, Do Not Renew*
- III-43, Handling Disciplinary Issues when Director, Director of Nursing
Practice and General Counsel Are Out of Office*
- III-50, Criteria for Board Approved Evaluators*

GOVERNANCE

- V-2, Governance Philosophy*
- V-4, Board-Director Relationship*
- V-5, Executive Limitations*
- V-8, Job Descriptions for Officers and Board*
- V-15, Guidelines on Committees*
- V-17, Board Evaluation*

ArNAP

- XI-2, Referral for Participation*
- XI-3, Admission Criteria*
- XI-4, Assessment and Evaluation Requirements*
- XI-5, Monitoring*
- XI-6, Toxicology Testing*
- XI-7, Compliance Requirements*
- XI-8, Employment Conditions and Parameters*
- XI-9, CRNA Specific Requirements for Employment*

XI-10, Short-Term Use of Controlled or Abuse Potential Medications
XI-11, Long-Term Use of Controlled or Abuse Potential Medications
XI-12, Program Completion
XI-13, Progressive Action
XI-14, Termination from ArNAP
XI-15, Advisory Committee

Brought by Stacie Hipp and seconded by the Administrative Committee.
PASSED.

The Administrative Committee reviewed and discussed the Arkansas Department of Education's rules regarding the administration of insulin and glucagon in schools. It was decided no suggestions for revisions were necessary and the rules were approved as written.

MOTION 32: I move that the Arkansas State Board of Nursing approve the Joint Rules for Administration of Insulin and Glucagon as written and attached.
Brought by Stacie Hipp and seconded by the Administrative Committee.
PASSED.

The Administrative Committee approved their minutes from the September 12, 2019 meeting. They also reviewed their strategic plan and the purpose of their committee.

The Staybridge Suites Little Rock - Medical Center conference room will be the venue for the Strategic Planning Meeting scheduled for June 11, 2020. The topics for discussion which were suggested for the meeting include medication assisted treatment, medical marijuana, and aesthetics.

IV. STAFF REPORTS

Sue Tedford, Executive Director, MNSc, APRN, and Scholarship Committee Chair, Melanie Garner, presented disbursement of funds for scholarships. Following discussion the following motion was presented:

MOTION 33: I MOVE that the Arkansas State Board of Nursing continue the disbursement of funds from the Faith A. Fields Nursing Loan Program for the 2020 Spring Semester, as follows:

Practice Renewal Applicants:

- 1) \$1,200.00 payable to University of Arkansas on behalf of Alyssa Adair;
- 2) \$1,200.00 payable to University of Arkansas at Hope on behalf of Kiara Hurn;
- 3) \$600.00 payable to University of Arkansas for Medical Sciences on behalf of Andrea Jackson;
- 4) \$1,200.00 payable to University of Arkansas for Medical Sciences on behalf of Cody Jones;
- 5) \$1,200.00 payable to North Arkansas College on behalf of Chastity Morse;

Educator Renewal Applicants:

- 1) \$1,500.00 payable to Chamberlain University on behalf of Lindsey Clarke;
- 2) \$1,500.00 payable to University of Arkansas for Medical Sciences on behalf of Brook Scalzo;
- 3) \$3,000.00 payable to Henderson on behalf of Kristina Shelton;
- 4) \$3,000.00 payable to Henderson on behalf of Ashley Simmons;
- 5) \$1,500.00 payable to the University of Arkansas for Medical Sciences on behalf of Sara Underwood;

Jill Hasley Memorial Scholarship:

Educator- Susan Ferguson in the amount of \$1,500.00 payable to University of Arkansas in Fayetteville.

Practice- Tabetha Johnson in the amount of \$1,200.00 payable to Arkansas State University.

Brought by Melanie Garner and seconded by the Scholarship Committee.

PASSED.

MOTION 34: I MOVE that the Arkansas State Board of Nursing continue the disbursement of funds from the Faith A. Fields Nursing Loan Program for the 2020 Spring Semester, as follows:

Education Renewal Applicant

\$3,000.00 payable to Chamberlain University on behalf of Christa Jones.

Brought by Melanie Garner and seconded by the Scholarship Committee.

PASSED.

V. OTHER (Continued)

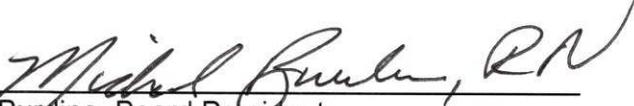
Tonya Gierke shared information with the Board regarding an ArNAP participant. The following motion was presented:

MOTION 35: I move that the Arkansas State Board of Nursing approve ArNAP participant JW0466 continue their participation in ArNAP while taking their prescribed long-term medications: Ambien 10mg at hs and Klonipin 0.5mg BID.

Brought by Jasper Fultz and seconded by Melanie Garner.

PASSED.

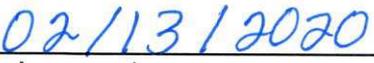
There being no further business, the meeting adjourned at 3:00 p.m.



Mike Burdine, Board President



Susan Lester, Recording Secretary



Date Approved