



Arkansas State Board of Nursing

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BOARD BUSINESS MEETING MINUTES

TIME AND PLACE: September 13, 2018
ASBN Boardroom

MEMBERS PRESENT: Ramonda Housh, MNSc, APRN, CNP, C-PNP; Haley Strunk, LPN, Neldia Dycus, BS, MHSM, MHRD, RN; Stacie Hipp, MSN, APRN; Pamela Leal, RN, Representative of the Older Population; Renee Mihalko-Corbitt, DNP, APRN, ACNS-BC; Melanie Garner, LPN, CLC; Janice Ivers, MSN, RN, CNE; Kaci Bohn, PhD, Consumer Representative; Lance Lindow, RN; Yolanda Green, LPN; Michael Burdine, RN

MEMBERS ABSENT: Rachel Sims, BSN, RN

STAFF ATTENDING AT VARIOUS TIMES: Sue A. Tedford, MNSc, APRN, Executive Director
Fred Knight, JD, General Counsel
Mary Trentham, JD, MNSc, MBA, APRN, CNP, Attorney Specialist
Lisa Wooten, MPH, BSN, RN, ASBN Assistant Director
Karen McCumpsey, RN, MNSc, CNE, ASBN Assistant Director
Darla Erickson, CPA, Administrative Services Manager
Susan Lester, Executive Assistant to the Director
Tammy Vaughn, MSN, RN, CNE, Program Coordinator
Debra Garrett, DNP, APRN, Program Coordinator
Debbie Rodgers, MSN, RN, Program Coordinator
LouAnn Walker, Public Information Coordinator
Jim Potter, Regulatory Board Chief Investigator
Albert Williams, Information Systems Coordinator
Tonya Gierke, JD, BSN, RN, ASBN Assistant Director

President Ramonda Housh called the meeting to order at 11:05 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.
PASSED.

II. COMMITTEE REPORTS

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

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A. FINANCE COMMITTEE

Mike Burdine, Chairperson for the Finance Committee, along with Darla Erickson, Administrative Services Manager, covered items for the Finance Committee. The following motions were presented:

MOTION 2: I move that the Arkansas State Board of Nursing approve the financial statements for April 2018, May 2018, and June 2018.

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 periods April 2018, May 2018, and June 2018.

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 for the State Board of Nursing for the periods April 2018, May 2018, and June 2018.

PASSED.

MOTION 5: I move that the Arkansas State Board of Nursing approve the Comprehensive Annual Financial Report (CAFR) Year End Closing Package for Service Bureau Agencies (Part A) submitted for the Arkansas State Board of Nursing to the Department of Finance and Administration for the fiscal year ended June 30, 2018.

PASSED.

MOTION 6: I move that the Arkansas State Board of Nursing approve the FY 2019 Annual Operations Plan submitted on May 7, 2018 by the Arkansas State Board of Nursing to the Department of Finance and Administration.

PASSED.

MOTION 7: I move that the Arkansas State Board of Nursing approve the Biennial Budget for 2019-2021 submitted by the Arkansas State Board of Nursing to the Department of Finance and Administration on July 16, 2018.

PASSED.

The Finance Committee approved their minutes from the May 10, 2018 meeting and reviewed their strategic plan.

B. PRACTICE COMMITTEE

Yolanda Green, Chairperson for the Practice Committee, and Mary Trentham, Attorney Specialist, covered items for the Practice Committee presented the following motions on behalf of the Practice Committee. Debbie Garrett shared details of the new APRN decision making model with the Board.

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MOTION 8: I move that the Board accept the addition of the *APRN Scope of Practice Decision Making Model* to Position Statement 98-6, *Decision Making Model*. The APRN Decision Making Model is attached to this motion.

PASSED.

The Practice Committee approved their minutes from the May 10, 2018 meeting, discussed open disciplinary cases and reviewed their strategic plan.

III. OTHER

John Kirtley, Pharm. D, Executive Director of the Arkansas State Board of Pharmacy, appeared before the Board to present information regarding the 2018 Arkansas Prescription Drug Abuse Prevention Summit.

Suzanne Ramsel and Susan Brown with PCI were present for the meeting and shared information regarding upcoming opportunities for nurses. The 14th Annual Nursing Expo is scheduled for April 13, 2019 at the Jack Stephens Center on the UALR Campus in Little Rock, Arkansas. The 2019 Nursing Compassion Award and 2019 Outstanding Nurse Educator Award winners will be recognized at the Nursing Expo. Ms. Ramsel also shared details of the 11th Nursing Continuing Education Cruise, which is scheduled to leave Galveston, Texas on March 31, 2019 and return on April 7, 2019. The ship will port in Mahogany Bay, Isla Roatan, Belize, and Cozumel, Mexico.

C. EDUCATION COMMITTEE

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

MOTION 9: I move that the Arkansas State Board of Nursing grant Continued Full Approval to the University of Arkansas Community College-Morrilton Practical Nurse Program until the year 2023.

PASSED.

MOTION 10: I move that the Arkansas State Board of Nursing grant Continued Full Approval to the University of Arkansas Community College-Batesville Practical Nurse Program until the year 2023.

PASSED.

MOTION 11: I move that the Arkansas State Board of Nursing grant Continued Full Approval to the East Arkansas Community College Associate Degree in Nursing Program until the year 2023.

PASSED.

MOTION 12: I move that the Arkansas State Board of Nursing grant Continued Full Approval to the University of Arkansas Monticello Baccalaureate Degree in Nursing Program until the year 2023.

PASSED.

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MOTION 13: I move that the Arkansas State Board of Nursing grant Continued Full Approval to the Eleanor Mann School of Nursing Baccalaureate Degree in Nursing Program at the University of Arkansas Fayetteville until the year 2023.

PASSED.

MOTION 14: I move that the Arkansas State Board of Nursing approve Arkansas Northeastern College Practical Nursing Programs curriculum revisions effective immediately.

PASSED.

MOTION 15: I move that the Arkansas State Board of Nursing approve South Arkansas Community College Practical Nursing Programs curriculum revisions to be implemented May 2019.

PASSED.

MOTION 16: I move that the Arkansas State Board of Nursing grant Initial Approval for the Arkansas State University Newport Associate of Applied Science in Registered Nursing Program.

PASSED.

MOTION 17: I move that the Arkansas State Board of Nursing grant Pre-requisite Approval for the Northwest Arkansas Community College Washington County Satellite Associate of Applied Science in Registered Nursing Program.

PASSED.

Tammy Vaughn informed the Board fifteen (15) nursing educational programs obtained 100% NCLEX® pass rates this year and the four (4) programs fell below the 75% pass rate. Ms. Vaughn further advised the Board that the University of AR – Monticello College of Technology in McGehee obtained five (5) consecutive years of 100% pass rates, Phillips Community College UA- Dewitt- PN obtained four (4) consecutive years of 100% pass rates, and Harding University- Searcy- BSN obtained three (3) consecutive years of 100% pass rates.

The Education Committee approved their minutes from the May 10, 2018 meeting and reviewed their strategic plan.

D. ADMINISTRATIVE COMMITTEE

Renee Mihalko-Corbitt, Chairperson for the Administrative Committee, and Sue Tedford, ASBN Executive Director, discussed items covered during their committee meeting, as follows:

The Administrative Committee reviewed and discussed proposed revisions to *Rules- Chapters 1, 2, and 7.*

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MOTION 18: I move that the Arkansas State Board of Nursing approve revisions to the following *Rules, Chapters One- General Provisions, Two- Licensure: RN, LPN, and LPTN, and Seven- Rules of Procedure*, as listed and attached:

- **CHAPTER ONE- GENERAL PROVISIONS:**
Section IV- Definition of Terms

- **CHAPTER TWO- LICENSURE: RN, LPN, AND LPTN:**
Section I- Qualifications
Section III- Interstate Nurse Licensure Compact
Section VI (2) - Temporary Permits
Section VIII (A) - Renewals
Section VIII (C) - Inactive Status
Section VIII (D) – Retired Nurse
Section XII- Licensure for Certain Military Nurses and Spouses

- **CHAPTER SEVEN- RULES OF PROCEDURE:**
Section IV (A) (6) (p), (t), and (u) - Disciplinary Proceedings Definitions

PASSED.

The Administrative Committee reviewed all Education policies, the new ArNAP policies, and discussed revisions to the following personnel policies of the Arkansas State Board of Nursing Administrative Manual.

MOTION 19: 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:

- Personnel Policy Number I-32, Inclement Weather Policy;
- Personnel Policy Number I-39, Performance Evaluations;

Education Policies VIII, I – 15, were reviewed and do not require revisions at this time.

PASSED.

MOTION 20: I move that the Arkansas State Board of Nursing approve the new Alternative to Discipline policies of the Arkansas State Board of Nursing Administrative Manual as attached.

PASSED.

The Administrative Committee approved their minutes from the May 10, 2018 meeting and reviewed the 2017 - 2019 strategic plan. The Administrative Committee also discussed the annual Board Strategic Planning Meeting which is scheduled for June 6, 2019. A facilitator will be brought in to assist with creating a new strategic plan for 2019-2021. The location for the Strategic Planning Meeting will be at the conference room of the hotel if available.

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IV. STAFF REPORTS

Ms. Tedford updated the Board on the status of the ORBS system. The implementation process is tentatively rescheduled for June 2019.

LouAnn Walker shared design submissions for the ArNAP Logo. The Board Members made their selection.

MOTION 21: I move that the Arkansas State Board of Nursing select design #1 on the ArNAP logo contest sheet (attached).

PASSED.

Lisa Wooten spoke to the Board regarding the topic of school nurse guidelines. The Department of Education sent out a letter reiterating the fact that a nurse cannot delegate the practice of nursing to non-licensed individuals.

Albert Williams provided the Board with an IT update. Mr. Williams explained the Governor's plan to centralize agency records with DIS. The project is expected to take seven (7) years to complete. Further information will be forthcoming as it becomes available.

V. OTHER

The Board Members discussed the benefits of the Arkansas Prescription Drug Summit and decided to sponsor the event again this year.

MOTION 22: I move that the Arkansas State Board of Nursing approve funding in the amount of \$5,000.00 for sponsorship of the 2018 Arkansas Prescription Drug Summit.

PASSED.

Sue Tedford informed the Board that an educational session survey would be emailed to them.

The Board Members who travel into Little Rock and utilize a hotel decided to change the location of their stay from the Comfort Suites to Staybridge, across the street from ASBN.

The Board members elected Board officers for the 2018 – 2019 Year, as follows:

MOTION 23: I MOVE that the Arkansas State Board of Nursing closes nominations for the 2018 – 2019 Board Officer Positions and acknowledges there are no opposing candidates, and hereby elect the following Board Members by acclamation as follows:

- President: Ramonda Housh
- Vice President: Lance Lindow
- Secretary: Kaci Bohn
- Treasurer: Janice Ivers

PASSED

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The Board Members discussed Motion #13 from the September 12, 2018 meeting wherein the Board voted to remove the requirement of the Board President to be a registered nurse.

MOTION 24: I move that the Arkansas State Board of Nursing amend Motion #13 from September 12, 2018 regarding Ark. Code Ann. §17-87-202, *Organization and Proceedings (a)(5)(c)*: Remove the requirement for the Board President to be a registered nurse but must be a licensed nurse.

PASSED.

The following Board Members were recognized for their dedication and four (4) years of continuing service to ASBN: Ramonda Housh and Haley Strunk.

There being no further business, the meeting adjourned at 3:05 p.m.

Ramonda Housh, ARN

Ramonda Housh, Board President

Susan Lester

Susan Lester, Recording Secretary

10/11/18

Date Approved