



Arkansas Department of Health

Arkansas State Board of Nursing
1123 S. University Ave., #800 • Little Rock, Arkansas 72204 • (501) 686-2700 • Fax (501) 686-2714
Governor Asa Hutchinson
José R. Romero, MD, Secretary of Health
Sue A. Tedford, MNSc, APRN, Director

BOARD BUSINESS MEETING MINUTES

TIME AND PLACE: September 9, 2021
ASBN Boardroom

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

MEMBERS ABSENT: Rachel Sims, BSN, RN

STAFF ATTENDING AT VARIOUS TIMES: Sue A. Tedford, Director, MNSc, APRN
David Dawson, General Counsel, JD
Ashley Fisher, Attorney Specialist, JD
Shannon McKinney, Assistant Director, DNP, APRN, WHNP-BC
Lisa Wooten, Assistant Director, MPH, BSN, RN
Karen McCumpsey, Assistant Director MNSc, RN, CNE
Tonya Gierke, Assistant Director, JD, BSN, RN
Darla Erickson, Administrative Services Manager
Aaron Singleton, Regulatory Board Chief Investigator
Tammy Vaughn, Program Coordinator, MSN, RN, CNE
Leslie Suggs, Executive Assistant to the Director
Albert Williams, Information Systems Coordinator
LouAnn Walker, Public Information Coordinator
Mindy Darner, Legal Support Specialist

President Lance Lindow called the meeting to order at 12:37 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 Lance Lindow and seconded by Yolanda Green.
PASSED.

IV. OTHER

Susan Brown with PCI spoke to the Board concerning events planned for the upcoming year. The Nursing Compassion and outstanding Nurse Educator Award Ceremony will take place on April 2, 2022, being emceed by Donna Terrell, 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 provided courses.

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 2023 Continuing Education Cruise will be discussed at the end of 2022.

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 Department of Health - Arkansas State Board of Nursing approve the financial statements for March 2021, April 2021, May 2021, and June 2021.

Brought by Janice Ivers and seconded by the Finance Committee.

PASSED.

MOTION 3: I move that the Arkansas Department of Health - Arkansas State Board of Nursing approve the financial reports prepared by the Arkansas Department of Health – Budget Department for the periods March 2021, April 2021, May 2021, and June 2021.

Brought by Janice Ivers and seconded by the Finance Committee.

PASSED.

MOTION 4: I move that the Arkansas Department of Health - Arkansas State Board of Nursing approve the report reconciling the ASBN financial statements to the AASIS documents received from the Arkansas Department of Health – Budget Department for the periods March 2021, April 2021, May 2021, and June 2021.

Brought by Janice Ivers and seconded by the Finance Committee.

PASSED.

MOTION 5: I move that the Arkansas Department of Health - Arkansas State Board of Nursing approve the Annual Comprehensive Financial Report (ACFR) Year End Closing Package for State Agencies CSR1 and CSR2 submitted to the Department of Finance and Administration for the fiscal year ended June 30, 2021.

Brought by Janice Ivers and seconded by the Finance Committee.

PASSED.

MOTION 6: I move that the Arkansas Department of Health - Arkansas State Board of Nursing approve the FY2022 Annual Operations Plan submitted on April 16, 2021, to the Arkansas Department of Health – Budget Department.

Brought by Janice Ivers and seconded by the Finance Committee.

PASSED.

Darla also confirmed there were no changes in the financial section of the strategic plan.

IV. OTHER

John Kirtley, Pharm. D, Executive Director of the Arkansas State Board of Pharmacy, appeared before the Board to present information regarding the 2022 Arkansas Prescription Drug Abuse Prevention Summit. After discussion the following motion was presented:

MOTION #7: I move that the Arkansas State Board of Nursing approve funding in the amount of \$5,000.00 for sponsorship of the 2021 Arkansas Prescription Drug Summit. Brought by Lance Lindow and seconded by Stacie Hipp.
PASSED.

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 8: I move that the Arkansas State Board of Nursing grant Continued Full Approval to the Arkansas Tech University Ozark Associate of Applied Science in Registered Nursing program until the year 2026. Brought by Ramonda Housh and seconded by the Education Committee.
PASSED.

MOTION 9: I move that the Arkansas State Board of Nursing grant Initial Full Approval to the Southern Arkansas Tech University LPN/Paramedic to Associate of Applied Science in Registered Nursing program until the year 2024. Brought by Ramonda Housh and seconded by the Education Committee.
PASSED.

MOTION 10: I move that the Arkansas State Board of Nursing grant Continued Full Approval to the Northwest Arkansas Community College Associate of Applied Science in Registered Nursing program until the year 2026. Brought by Ramonda Housh and seconded by the Education Committee.
PASSED.

MOTION 11: I move that the Arkansas State Board of Nursing grant Continued Full Approval to the University of Central Arkansas Baccalaureate of Science in Nursing program until the year 2026. Brought by Ramonda Housh and seconded by the Education Committee.
PASSED.

MOTION 12: I move that the Arkansas State Board of Nursing grant Prerequisite Approval to the Ouachita Baptist University Baccalaureate of Science in Nursing program. Brought by Ramonda Housh and seconded by the Education Committee.
PASSED.

MOTION 13: I move that the Arkansas State Board of Nursing grant Prerequisite Approval to the University of Arkansas Community College Morrilton Licensed Practical Nurse to Associate of Applied Science in Registered Nursing program.
Brought by Ramonda Housh and seconded by the Education Committee.
PASSED.

MOTION 14: I move that the Arkansas State Board of Nursing grant Approval to the East Arkansas Community College Medication Assistant-Certified (MA-C) program.
Brought by Ramonda Housh and seconded by the Education Committee.
PASSED.

MOTION 15: I move that the Arkansas State Board of Nursing make the following revision to the ASBN Rules – Chapter Six – Standards for Nursing Education Programs: Delete Selection II, Program Requirements – G. Students, 1. Admissions, Readmissions, and Transfers – d. Documentation of high school graduation or an equivalent, as determined by the appropriate education agency, shall be an admission requirement.
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 May 13, 2021, minutes and reviewed their purpose of committee.

C. PRACTICE COMMITTEE

Neldia Dycus, Practice Committee Chairperson, and Lisa Wooten, ASBN Assistant Director, presented items for the Practice Committee.

The Practice Committee approved their minutes from the May 13, 2021, meeting. They also reviewed their strategic plan and are on track. The committee discussed the Board approved evaluators. The revised School Nurse Guidelines were presented to the committee.

MOTION 16: I move that Dr. Donnie Holden and Dr. Fredrick Woolverston be removed from the Board-approved evaluator list.
Brought by Neldia Dycus and seconded by the Practice Committee.
PASSED.

MOTION 17: I move the Arkansas State Board of Nursing accept the revisions to the School Nurse Roles and Responsibilities, Practice Guidelines submitted.
Brought by Neldia Dycus 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:

The Administrative Committee reviewed Nursing Education policies. Revisions were necessary for the following personnel policies of the Arkansas State Board of Nursing Administrative Manual listed in the following motion.

MOTION 18: 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:

- Education Policy Number *VIII-7, Annual Reports of the Nursing Education Programs*; and
- Education Policy Number *VIII-12, Waiver for Continuing Education Brought by Lane Lindow* and seconded by the Administrative Committee.

Brought by Stacie Hipp and seconded by the Administrative Committee.

PASSED.

III. STAFF REPORTS

Karen McCumpsey updated the Board members on waived Statues and *Rules*.

LouAnn Walker discussed the new Adv. Practice brochure. Strategic Plan item for off site has not been able to complete, but working remotely for staff is meeting that requirement.

IV. OTHER

MOTION 19: I move that the Arkansas State Board of Nursing make the following changes regarding the Faith A. Fields Nursing Loan for the 2021 Fall Semester, as follows:

Rescind the scholarship in the amount of \$1,200.00 payable to North Arkansas College on behalf of Brandy Cleveland;

Rescind the scholarship in the amount of \$1,200.00 payable to University of Arkansas at Fort Smith on behalf of Barbara Mendez;

Rescind the scholarship in the amount of \$1,200.00 payable to ARNEC-Black River Technical College on behalf of Summer Swann; and

Rescind the scholarship in the amount of \$1,200.00 payable to University of Central Arkansas on behalf of ShaTina Hunter.

Brought by Lance Lindow and seconded by Stacie Hipp.

PASSED.

The following handouts were provided for the Board Members:

- Survey for 2022 Educational Sessions
- Committee Evaluation
- Hotel and Travel Evaluation
- Committee Interest Survey

The following was provided to the Board through Survey Monkey:

- Board Self-Evaluation

Lance Lindow shared information he learned during the 2021 Virtual NCSBN Annual Meeting.

The following Board Members were recognized for their dedication and four (4) years of continuing service to ASBN: Neldia Dycus, Lance Lindow, and Yolanda Green.

The Board members elected Board officers for the 2021 – 2022 Year, as follows:

MOTION 20: I move that the Arkansas State Board of Nursing closes nominations for the 2021 – 2022 Board Officer Positions and acknowledges there are no opposing candidates, and hereby elect the following Board Members by acclamation as follows:

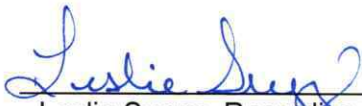
- President: Lance Lindow
- Vice President: Neldia Dycus
- Secretary: Stacie Hipp
- Treasurer: Janice Ivers

PASSED.

There being no further business, the meeting adjourned at 3:03 p.m.



Lance Lindow, Board President



Leslie Suggs, Recording Secretary

10.14.2021

Date Approved