

**OFFICE OF PROFESSIONAL REGULATION
NATIONAL LIFE BUILDING, MONTPELIER, VT
BOARD OF NURSING
APPROVED MINUTES
May 09, 2011**

1. **Call to Order:**

The meeting was called to order at 9:00 AM by Ellen Leff, Chair; Board Members present: Jeanine Carr, Alan Weiss, John Todd, Deborah Swartz, William White, Sandra Norton, Kenneth Bush, Donarae Metcalf; Board members absent: De-ann Welch; Staff members present: Linda Davidson – Executive Director, Sandy Swenson - Administrative Assistant, Ellen Hagman - RN Staff, Larry Novins, Board Attorney, Lauren Hibbert - Prosecuting Attorney.

2. **Changes and Additions to the Agenda:**

No changes or additions at this time

3. **Approval of Minutes:**

A. Weiss moved to approve the minutes of the April 11, 2011 meeting with corrections as noted. K. Bush and D. Metcalf recused. **Pass**

4. **Administration, Education, Practice, Licensure**

A. Executive Director's Report: L. Davidson gave an overview of the written Executive Director's Report and related documents provided in the Board meeting packet. L. Davidson report:

- Board of Nursing Draft Administrative Rules public hearing was held on 4/29/11.
- LNA Medication Administration Delegation: C. Winters reported back to the House government Operation Committee on the status of the Board of Nursing's plan to move forward on exploring LNA medication administration delegation.
- That as of April 29, 2011 there are 245 open cases, 75 follow-up cases and 5 Alternative Program participants.
- The RN/APRN renewal cycle is complete. Final results = 11, 216 applicants renewed online. 3, 280 applicants sent in paper renewals for a total of 14,496 total RN renewals. This represents 79% of applicants renewed on-line. There are currently 461 APRN's.
- The Data Integrity Project continues to move forward as planned. The current focus is on education data transmitted to Nursys. Amy Boulanger is overseeing Kim (Kelly Temp) who is working at public records to retrieve the necessary data.
- The Board of Nursing newsletter is behind schedule by about two weeks.
- A professional development day for NAEP faculty was held at the Board office on April 20, 2011.

- L. Davidson presented by interactive TV to the students of Vermont Technical College on May 3, 2011.
 - L. Davidson reported the Vermont Organization of Nurse Leaders (VONL) Summit cosponsored by the Board/Education Committee was held on April 7th and 8th and was a big success. Nancy Spector from NCSBN was a guest speaker on the topic of Innovations in Nursing Education. A professional day for NAEP faculty was held on April 20, 2011. More than 30 people attended for networking and presentations on topics including applicants with conviction histories, requests for ADA accommodations, test development process and the IOM report on the Future of Nursing.
- B. Legislative Update:** C. Winters presented to the Board that bill H.420 had passed and would be going to the Governor for his signature and will be effective upon passage. C. Winters reported back to the Legislative committee that the Board is going to develop a Stakeholder Workgroup to review the process of LNA's administering medications and will report back to them in January 2012.
- C. APRN Rules Revisions:** L. Novins explained that there were some minor changes to the wording. The Board scheduled a meeting for Monday May 16, 2011 at 7:45a.m. to review any last minute public feedback and formal vote for the draft administrative rules.
- D. Board of Nursing 100th Anniversary:** An assistant, Judy Safford, has been retained to help with the events of the Board of Nursing 100th Anniversary. A guide has been created to aid the Board members as to their responsibilities for the receptions they will participate in. Pat Allen has agreed to do a book signing. A proclamation will be read on May 12, 2011 at the State House. This is National Nurse's Week.
- E. Just Culture –** E. Leff reported on "Just Culture". The Board agreed that they need to have partners such as hospital associations or employers to assist in bringing David Marks to Vermont for a Just Culture workshop. A. Weiss asked for a report on how many committees there are that includes 1 or more Board members.
- F. 2011 NCSBN Nurse Licensure Compact and Consumer Conference:** At this time the Board members are not interested in attending.
- G. Board Self Evaluation:** E. Leff introduced the "Board Effectiveness Evaluation Tool" and suggested Board members complete the "Oversight and Direction Setting" Evaluation. The Board discussed reformatting the evaluation tool and have the results reviewed by an outside party. J. Todd agreed to reformat the evaluation tool and bring it back to the next Board meeting.
- H. Education Committee Report –** J. Carr reported that there will not be an Education Committee meeting until May.
- I. Alternative Program –** The Board approved the "Alternative Program Committee Charter".
- J. Nursing Assistant Education Programs:** L. Davidson reported for E. Hansen. The Pines at Rutland has submitted the yearly report and no action is needed at this time.

- K. Nursing Practice Committee:** L. Davidson reported that the practice committee met on May 4, 2011. Under current review are the “anesthesia position statements” from the Ad Hoc Anesthesia Committee, “Obligations of Nurses Holding Multiple Licenses” and “Role of the LPN in IV Therapy”.
- L. Practice Committee Charter:** The Practice Committee Charter was revised. Move to Approve by A. Weiss. **Pass.**
- M. Position Statements for Board Approval:**
- “The Role of the Registered Nurse as First Assistant” position statement, Moved to Approve by J. Todd.
 - “Palliative Sedation at the End of Life” position statement. Moved to Approve by E. Leff. **Pass.**
- N. APRN Advisory Committee Report:** L. Davidson reported that the APRN Advisory Committee will transition to a Sub-Committee after statute is signed. There will be an addition of a physician and a public member.
- O. Public Comments:** There were no public comments.

5 Disciplinary Proceedings:

- 2011-162 Tina Cyr was not present. D. Metcalf moved to **SUMMARILY SUSPEND** the license of Licensed Nursing Assistant **Tina Cyr.** **Pass.**
- 2011-233 Marley Parsons was not present. J. Carr moved to **SUMMARILY SUSPEND** the license of Licensed Practical Nurse **Marley Parsons.** **Pass.**
- 2011-235 Brittany Booth was not present. D. Swartz moved to **SUMMARILY SUSPEND** the license of Licensed Nursing Assistant **Brittany Booth.** **Pass.**
- 2011-251 Amanda Hathaway was not present. The State **WITHDREW THE CHARGE TO SUMMARILY SUSPEND** the license of Licensed Nursing Assistant **Amanda Hathaway.** **Pass.**
- 2011-252 Kelsey Gecha was not present. The State **WITHDREW THE CHARGE TO SUMMARILY SUSPEND** the license of Licensed Nursing Assistant **Kelsey Gecha.** **Pass.**
- 2011-142 Scott Knudsen was not present. D. Swartz recused, E. Leff moved to **SUMMARILY SUSPEND** the license of Registered Nurse **Scott Knudsen.** **Pass.**
- 2009-387 Anne Klein was not present. K. Bush moved to approve the Stipulation and Consent Order and **CONDITION** the license of Registered Nurse **Anne Klein.** **Pass.**
- 2011-19 Cheri Lynch was not present. K. Bush moved to approve the Stipulation and Consent Order and **CONDITION** the license of Licensed Nursing Assistant

- Cheri Lynch.** **Pass.**
- 2010-237 Melinda Bailey was not present. D. Swartz moved to approve the Stipulation and Consent Order and **INDEFINITELY SUSPEND** the license of Licensed Practical Nurse **Melinda Bailey.** **Pass.**
- 2010-61 Stephan Philip was not present. D. Metcalf moved to approve the Stipulation and Consent Order and **INDEFINITELY SUSPEND** the license of Registered Nurse **Stephan Philip.** **Pass.**
- 2010-269 Shannon Hart was not present. By Consensus the Board moved to approve the Stipulation and Consent Order and **CONDITION** the license of Licensed Practical Nurse **Shannon Hart.** **Pass.**
- 2011-58 Dawn Barcomb was not present. J. Carr moved to approve the Stipulation and Consent Order and **IMPOSE A CIVIL PENALTY IN THE AMOUNT OF \$200.00** on the license of Licensed Practical Nurse **Dawn Barcomb.** **Pass.**
- 2010-453 Jill Lloyd was not present. J. Todd moved to approve the Stipulation and Consent Order and **IMPOSE A CIVIL PENALTY IN THE AMOUNT OF \$350.00** on the license of Registered Nurse and Advance Practice Registered Nurse **Jill Lloyd.** **Pass.**
- 2010-315 Judy McCarthy was not present. W. White moved to approve the Stipulation and Consent Order and **CONDITION** the license of Registered Nurse **Judy McCarthy.** **Pass.**
- 2010-427 Ann Marie Gallagher was not present. K. Bush moved to approve the Stipulation and Consent Order and **INDEFINITELY SUSPEND** the license of Registered Nurse **Ann Marie Gallagher.** **Pass.**
- 2010-607 Judith Green was not present. E. Leff moved to approve the Stipulation and Consent Order and **INDEFINITELY SUSPEND** the license of Registered Nurse **Judith Green.** **Pass.**
- 2010-263 Leo Porter was not present. K. Bush moved to find Leo Porter in **DEFAULT.** **Pass.**
E. Leff moved to approve the Stipulation and Consent Order and **INDEFINITELY SUSPEND** the license of Licensed Nursing Assistant **Leo Porter.** **Pass.**
- 2010-441 Mary Keating was present. The Board requested deliberative session at 2:23p.m. K. Bush recused. The meeting resumed at 2:34 p.m. The Board will issue a written decision.
- M2009-231 Dwight Walker was not present. J. Todd moved to **Approve Modification to**

Practice Under Supervision the license of Licensed Practical Nurse **Dwight Walker.** **Pass.**

M2009-8 Amy Bingham was not present. J. Todd moved to **REINSTATE WITH CONDITIONS** the license of Licensed Practical Nurse **Amy Bingham.** **Pass.**

M2011-20 Patricia Fisk was not present. J. Todd moved to approve **REMOVAL OF CONDITIONS** the license of Registered Nurse and Advanced Practice Registered Nurse **Patricia Fisk.** **Pass.**

Closing Reports:

A. Weiss moved to recommend that the following complaints be concluded without charges:

- 2010-367 J. Todd recused
- 2010-186 J. Todd recused
- 2009-518 J. Todd recused
- 2009-411 J. Carr recused
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Pass.

6. **Adjournment:** K. Bush moved to adjourn the meeting at 3:00 p.m. **Pass**

Minutes recorded by: Sandy Swenson, Administrative Assistant

Draft minutes reviewed by: Linda Davidson, Executive Director

Date minutes approved by Vermont Board of Nursing: