

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

**JANUARY 12, 2009**

**1. Call to Order:**

The meeting was held at the National Life Building in Montpelier, VT. The meeting was called to order at 9:03 AM by Linda Rice, Chair. Board Members present: Ellen Leff, Alan Weiss, Sandra Norton, William White, Jeanine Carr, Deborah Robinson, Donarae Metcalf. Board Members absent: Ken Bush, De-Ann Welch. Staff members present: Mary Botter - Executive Director, Nancy Morin – Administrative Assistant, Elizabeth Hansen - LNA Program Coordinator, Christopher Winters – OPR Director, Larry Novins - Board Attorney, Ed Adrian and Betsy Wrask - Prosecuting Attorneys. Others present: Marilyn McDonald, Lorraine Marcoux-Norton, Luke Richter, Esq., Dorothy Delaney, Susan Dunzan, Sharon Dulude, Norman Blais, Esq., Karen Kohler, Stacey Winchell, Paul Jarvis, Esq., Elmer Baker, Charles Harroun, James Trieb, Justin Kucher, Stacey Winchell, Amy Beck

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

The revised agenda provided at the meeting today was accepted without changes or additions. Chris Winters advised the Board that Larry Novins would be the new Board Counsel but that Kevin Leahy would continue to work on the APRN proposed rules.

**3. Approval of Minutes:**

A. Weiss moved to approve the minutes of the December 8, 2008 meeting with corrections. D. Robinson and D. Metcalf recused. **Pass**

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

**A. Executive Director's Report - Monthly Report – Attached.** M. Botter provided a brief overview of the attached report. M. Botter advised the Board

that the Office was exploring using a Hearing Officer for application denial appeals. Additionally, M. Botter reported on the scheduled e-licensing training and anticipated “go live” date.

- B. Request for Board Member Bio's** – M Botter advised the Board that the VSNA newspaper is distributed to all APRNs RNs, LPNs and LNAs in the state. The licensees are interested in learning about the Board members so the Office would like to provide them with a brief “blurb” about the Board member’s background. Board members will e-mail or mail M. Botter with their Bio’s.
- C. APRN Board Member** – The Governor’s Office has been in touch with OPR regarding appointment of an APRN. The APRN Advisory Committee and the VT APRN organizations have been notified that there is an opening on the Board. L. Rice will continue to serve as the APRN member of the Board until a new APRN member is appointed.
- D. APRN Rules** – A draft of the proposed Administrative Rules will be included in the February Board meeting packet and on the agenda for discussion.
- E. ANA Standards of Practice and ANA Code of Ethics** – The Board requested that Staff order each Board member a copy of the ANA Standards of Practice and ANA Code of Ethics as the Board Rules refer to national standards for nurses.
- F. Administrative Fines and Disciplinary Action Guidelines** – M. Botter gave the Board a guideline that had previously been used by the Board for making decisions on Administrative Fines and Disciplinary Actions. As requested by the Board, M. Botter will draft new guidelines for review at the February meeting.
- G. Annual Goals** – M. Botter gave the Board a copy of the final approved Annual Goals.
- H. Summer Study - Recruitment and Retention of Nursing Faculty** – A draft of a letter to be sent to the legislative committees regarding the Summer Study was enclosed in the Board meeting packet. The workgroup has yet to decide

if 3 separate reports will be submitted (from University of Vermont, Vermont State Colleges, Executive Director Board of Nursing) or whether a combined report will be issued. M. Botter advised the Board that this letter was based upon her participation in the group and did not represent the opinion of the Board. A. Weiss noted the importance of on-going collaboration between the interested parties. J. Carr requested that support for funding of the Office of Nursing Workforce, Research, Planning and Development be included in the recommendations.

- I. Audit Update** – The Office received correspondence from the State Auditor's Office in mid-October but the final report has not been received.
- J. Discipline Follow-Up Report** – E. Leff moved to accept the Discipline Follow-Up Report. **Pass**
- K. Licensure Report** - D. Metcalf moved to accept the Licensure Report. **Pass**
- L. Nursing Assistant Biennial Program Approvals** –
- D. Metcalf moved to grant **Approval** with recommendations for the Office of Nursing Workforce Nursing Student Online Nursing Assistant Course. **Pass**
  - D. Metcalf moved to grant **Conditional Approval** with recommendations for Green Mountain Technology and Career Center's Program Biennial Review. **Pass**
  - D. Metcalf moved to grant **Approval** with recommendations for Randolph Technical Career Center-Adult Education Program Biennial Review. **Pass**
- M. Nursing Education Committee Report** – J. Carr reported that the Nursing Education Committee met and reviewed a revised Nursing Program Annual Report and all Re-Entry Program Annual Reports. The Committee's recommendations will be presented to the Board in February.
- N. APRN Advisory committee Report** – M. Botter reported that the Advisory Committee will next meet in late January or early February. At that time the

Committee will review the existing Administrative Rules and make recommendations regarding the process and criteria used to review APRN practice guidelines.

5. **Public Comment:** There were no public comments.

6. **Disciplinary Proceedings:**

NU11-0707 Lorraine Marcoux-Norton was present and represented by Luke Richter, Esq. D. Robinson requested a deliberative session at 1:10 pm. The Board meeting resumed at 2:00 p.m. The Board will issue a written decision.

NU29-0907 Charles Harroun was present and represented by Norman Blais, Esq. L. Rice requested a deliberative session at 3:00 p.m. The Board meeting resumed at 3:30 p.m. The Board will issue a written decision.

NA07-0708 Stacey Winchell was present and represented by Paul Jarvis, Esq. D. Robinson requested a deliberative session at 5:00 p.m. The meeting resumed at 5:50 p.m. The Board will issue a written decision.

NU17-0908 Barbara Bristol was not present. A. Weiss moved to find Barbara Bristol in **DEFAULT.** **Pass**  
L. Rice moved to **INDEFINITELY SUSPEND** the license of Licensed Practical Nurse **Barbara Bristol.** **Pass**

NA02-0707 Melissa Kelley was not present. A. Weiss moved to find Barbara Bristol in **DEFAULT.** **Pass**  
D. Metcalf moved to **REPRIMAND** the license of Licensed Nursing Assistant **Melissa Kelley.** **Pass**

NA47-0408 Brian Jonker was not present. A. Weiss moved to find Brian Jonker in **DEFAULT.** **Pass**  
E. Leff moved to **INDEFINITELY SUSPEND** the license of Licensed Nursing Assistant **Brian Jonker.** **Pass**

NU48-0107 Amy Beck was present. S. Norton, D. Metcalf and E. Leff recused. L. Rice requested deliberative session at 6:15 p.m. The meeting resumed at 6:30 p.m. The Board will issue a written decision.

NU08-0707 Laurie Glynn was not present. E. Leff moved to grant Laurie Glynn's request to place her RN license on **INACTIVE-CONDITIONED** status. **Pass**

- NU49-0205 John Tomlinson was not present. J. Carr moved to **REINSTATE WITHOUT CONDITIONS** the license of Registered Nurse **John Tomlinson**. L. Rice recused. **Pass**
- NU10-0701 Michael Lemire was not present. D. Robinson moved to **PRELIMINARILY DENY THE PETITION FOR REINSTATEMENT** of the LPN license of **Michael Lemire**. L. Rice recused. **Pass**
- NU35-1203 Robert Coffman was not present. E. Leff moved to approve the Stipulation and Consent Order and **ISSUE A TEMPORARY LIMITED PERMIT WITH SPECIAL CONDITIONS FOR THE PURPOSE OF COMPLETING A CLINICAL COMPONENT OF THE RE-ENTRY PROGRAM FOR 90 DAYS** for Licensed Practical Nurse **Robert Coffman**. D. Robinson recused. **Pass**
7. D. Robinson moved to adjourn the meeting at 7:00 p.m. **Pass**