

**JANUARY 14, 2008
MINUTES**

1. **Call to Order:**

The meeting was held at the National Life Building in Montpelier, VT. The meeting was called to order at 9:02 AM by Linda Rice, Chair; Board Members present: Alan Weiss, Ellen Leff, Donarae Metcalf, Deann Welch, William White, Deborah Robinson, Sandra Norton, Jeanine Carr; Board members absent: Ken Bush; Staff members present: Mary Botter - Executive Director, C. Winters - Director of OPR, Nancy Morin – Administrative Assistant, Kevin Leahy - Board Attorney, Edward Adrian and Judith Cutler - Prosecuting Attorneys, Mark Jacob and Steve Kennedy, by phone - Investigators for OPR; Others present: The following participated by phone - Barbara Austin.

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

There were no changes to the agenda.

3. **Approval of Minutes:**

- A. Weiss moved to approve the minutes of the December 10, 2007 meeting. J. Carr abstained. **Pass**

4. **Administration:**

- A. **Executive Director's Report - Monthly Report** - M. Botter reported. See attached. In addition to the content included in the written report, Board members were informed about plans for the Annual Board Member Training and asked to hold the date of Wednesday May 21, 2008.
- B. **Ad hoc task force re: Medication Administration Delegation** - A. Weiss moved to delegate to the Executive Officer the creation of an Ad Hoc Task Force on Medication Administration Delegation and monthly reports to the Board. **Pass**
- C. **Discipline Follow-Up Report** - The Board received the report. (See #5B for motion and decision regarding receipt of reports).

- D. **Purpose of Deliberative Session** - L. Rice and K. Leahy discussed with the Board the purpose of deliberative session and executive session. This discussion was primarily held for the three new Board members but was also a reminder to the other Board members about requesting deliberative or executive sessions.

5. **EDUCATION:**

- A. **Annual Report: Norwich University** - D. Welch moved to untable the agenda item Norwich University's Annual Report. **Pass**

E. Leff reported on Norwich University BSN program. D. Robinson moved to accept with recommendations the Annual Report for Norwich University's BSN program.

Pass

- B. **Nursing Assistant Program Review** - M. Botter reported. See attached.

L. Rice proposed modifying the procedure for Board approval of Nursing Assistant Program and Licensure Reports and the Discipline Follow-Up Reports. Rather than a presentation by Elizabeth Hansen at each Board meeting, Board Members would review the reports in advance and have the opportunity to ask questions prior to voting. L. Rice moved to modify the procedure. **Pass**

L. Rice moved to receive the Discipline Report and approve the Nursing Assistant Program Report with recommendations. **Pass**

Pass

6. **PRACTICE:**

- A. **PICC Line Position Statement** - E. Leff moved to untable the agenda item PICC Line Position Statement. **Pass**

J. Carr moved to approve the PICC Line Position statement with the addition of the question "Can a RN insert a PICC line?" to the position statement. **Pass**

- B. The Board requested that M. Botter, in consultation with 1-2 Board members, review for currency and establish a 2-year review cycle for position statements. **Pass**

Pass

- C. **APRN Ad Hoc Committee Task Force Update** - C. Winters reported on the task force recommendations to the Legislature. The majority opinion was to eliminate the Collaborative Physician requirement and continue the requirement for practice guidelines. A minority opinion to maintain the Collaborative

Physician requirement will also be presented. The formal report will be provided to the Board when it is complete.

- D. D. Welch moved to support adding a requirement that one Nursing Board member must be an APRN to the Office of Professional Regulation Legislative Bill. **Pass**

7. LICENSING:

NCLEX -PN passing standard - Board received the information on the PN passing standard being raised effective 4/1/08.

8. COMPLAINTS:

- NU04-0706 Debra Oliver was not present. E. Leff moved to **INDEFINITELY SUSPEND** the license of Registered Nurse **Debra Oliver**. **Pass**
- NU52-0207 Julie Hannan was not present. L. Rice moved to approve the Stipulation and Consent Order and **REPRIMAND** the license of Licensed Practical Nurse **Julie Hannan**. **Pass**
- NU07-0707 Deborah Haight was not present. D. Welch moved to approve the Stipulation and Consent Order and impose an **ADMINISTRATIVE PENALTY OF \$350.00** on the license of Licensed Practical Nurse **Deborah Haight**. **Pass**
- NU55-0595 Cynthia Burdett was not present. L. Rice moved to find Cynthia Burdett in **DEFAULT**. **Pass**
- L. Rice moved to **REVOKE** the license of Registered Nurse **Cynthia Burdett**. **Pass**
- NU29-1104 Barbara Austin was present by phone. D. Welch moved to go into deliberative session at 12:15 p.m. **Pass**
- The Board came out of deliberative session at 12:25 p.m. K. Leahy will issue a written decision.
- NU53-1107 Stephanie Wood was not present. L. Rice moved to **SUMMARILY SUSPEND** the license of Licensed Practical Nurse **Stephanie Wood**. **Pass**
- NU14-0807 Marion Grantham was not present. J. Carr moved to **SUMMARILY SUSPEND** the license of Registered Nurse **Marion Grantham**. **Pass**

NA18-1107 Amber Maloney was not present. L. Rice moved to **SUMMARILY SUSPEND** the license of Licensed Nursing Assistant **Amber Maloney**. **Pass**

NA49-0406 Helen Terrien was not present. L. Rice moved to go into deliberative session at 10:42 a.m. to discuss a pending motion. **Pass**

The meeting resumed at 11:35 a.m. K. Leahy will issue a written decision.

9. **CONCLUDED REPORTS:**

A. Weiss moved to approve the Closed Investigation Reports and recommended that **NU45-1007** and **NU24-0807** be concluded without charges. E. Leff recused. **Pass**

A. Weiss moved to approve the Closed Investigation Report and recommended that **NU36-1007** be concluded without charges. **Pass**

10. **Other** – The Board received the December 2007 Nursing Law Regan Report.

11. **Adjournment** - D. Welch moved to adjourn the meeting at 2:00 p.m. **Pass**