

**OFFICE OF PROFESSIONAL REGULATION  
89 MAIN STREET, 3<sup>RD</sup> FLOOR, MONTPELIER, VT  
BOARD OF NURSING  
UNAPPROVED MINUTES  
July 9, 2018**

**1. Call to Order:**

The meeting was called to order at 9:10 a.m. by Ellen Watson – Chair

**Board members present:** Ellen Watson, Jennifer Laurent, Deborah Swartz, Douglas Sutton, Virginia Hudson, Jill Duell and Kelly Sinclair

**Board member(s) absent:** William White and Luana Tredwell

**Staff members present:** Aprille Morrison, Licensing Administrator I; Gabriel Gilman, General Counsel; Stephen Reynes, Administrative Law Officer; Phyllis Mitchell, Nursing Board Executive Officer; Lora Nielsen, OPR Assistant Director, and Ellen Leff, Case Manager.

**Prosecuting Attorney:** Elizabeth St. James

**Guests:** Sue Jacobs, Jennifer Tucker, Carrie Phillips and Tracy Phillips.

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

<ul style="list-style-type: none"><li>• Phyllis Mitchell requested that Vermont MedEd be added under Nursing Assistant Education Programs.</li><li>• Ellen Watson requested a discussion item be added to discuss any issues with the licensing platform, NGLP.</li></ul>	
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**3. Approval of Minutes:**

Douglas Sutton made a motion to approve the minutes as presented. Virginia Hudson seconded the motion.	<b>Pass</b>
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**4. Summary Suspensions/Hearings/Modification of Conditions:**

2016-102	Tucker, Jennifer was present. The petition for reinstatement of licensure was reviewed. The Board went into deliberative session at 10:34 am and reconvened at 11:00 am. Douglas Sutton moved to <b>reinstate the LPN license of Jennifer Tucker with the maximum conditions for substance abuse and for the conditions to be effective for a minimum of three (3) years.</b> Jennifer Laurent seconded the motion. Deborah Swartz recused from participating in the hearing.	<b>Pass</b>
	Wyche, Christopher was not present. Douglas Sutton moved to <b>issue an order of suspension of Christopher Wyche's LPN license deferred for six (6) weeks. If Christopher Wyche becomes compliant with the Vermont Department of Taxes the suspension order is vacated.</b> Deborah Swartz seconded the motion.	<b>Pass</b>

M2017-13	Kempton, Melissa was not present. A continuance was granted to Ms. Kempton prior to the start of the Board meeting.	
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**5. Administrative, Education, Practice, and Licensure:**

**Executive Director's Report:**

Phyllis Mitchell reviewed the June 2018 Executive Director Report with Board members present. She also introduced the new licensing administrator I, Kristin Donnelly, to the Board.

**6. Education:**

**Nursing Education Committee:**

The Committee has not met since the last Board meeting.

**Nursing Program Manager Report:**

Kristin Husher no longer works with the Office of Professional Regulation. At the current time Phyllis Mitchell will be performing site visits to LNA programs.

**Nursing Assistant Education and Practice Committee:**

The Committee has not met since the last Board meeting.

**LNA Programs:**

**Center for Technology**– Biennial Review – Deborah Swartz moved to continue approved status of the nursing assistant education program. Douglas Sutton seconded the motion. Motion passed.

**Lyndon Institute – Adult Day** – Biennial Review – Jennifer Laurent moved to continue approved status for this nursing assistant education program. Kelly Sinclair seconded the motion. Motion passed.

**Lyndon Institute – Day** – Biennial Review – Douglas Sutton moved to continue approved status of the nursing assistant education program. Deborah Swartz seconded the motion. Motion passed.

**The Pines** – Biennial Review – Jennifer Laurent moved to continue approved status of the nursing assistant education program. Kelly Sinclair seconded the motion. Motion passed.

**Vermont MedEd – Helen Porter** – notice of construction – Deborah Swartz moved to grant conditional approval for the class starting July 10, 2018 and a required site visit by Phyllis Mitchell. Douglas Sutton seconded the motion. Motion passed.

## 7. Practice

### APRN Sub Committee:

The APRN Sub-Committee has not met since the June Board meeting.

### Practice Committee:

The Practice Committee met on June 13, 2018. They updated the references on the below listed position statements and brought them to the Board as an informational piece only.

- APRN/RN/LPN Scope of practice and decision tree.
- Role of the LPN in assessment and triage
- LNA scope of practice and decision tree
- Fitness for work

The Board also discussed the necessity of having the statute reference(s) on the decision tree position statements. Additional discussion will be had by the Board upon implementation of position statements into administrative rule making.

### Alternative Program Committee:

The Alternative Program Committee has not met since the June Board meeting.

## 8. Other Business:

Gabriel Gilman, general counsel, spoke to members present regarding the Office of Professional Regulation's priorities with the Board. While more discussion will be had at the Board retreat the list is as follows:

- Licensure compacts
- Background checks
- Legislation monitoring
- Administrative rules updates
- Committee roles

Phyllis Mitchell offered two dates to members present for the Board retreat, September 28<sup>th</sup> or October 12<sup>th</sup>. Members present agreed that either date works and requested Phyllis find a location off site to hold the retreat. Ellen Watson also requested members come up with discussion items that they would like to address at the retreat.

**Adjournment:** Virginia Hudson made a motion to adjourn the meeting at 2:12 pm. Kelly Sinclair seconded the motion. Motion passed.