

**OFFICE OF PROFESSIONAL REGULATION  
89 MAIN STREET, 3<sup>RD</sup> FLOOR, MONTPELIER, VT  
BOARD OF NURSING  
UNAPPROVED MINUTES  
December 9, 2019**

**1. Call to Order:**

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

**Board members present:** William White, Luanna Tredwell, Kelly Sinclair, Deborah Swartz, Ellen Watson, Jennifer Laurent, Douglas Sutton, Virginia Hudson, Daniel Coane

**Board member(s) absent:** Wendy Thurston and Krystal Bernier

**Staff members present:** Michelle Lavoie, Licensing Administrator I; Gabriel Gilman, General Counsel; Michael Kupersmith, Administrative Law Officer; Phyllis Mitchell, Nursing Board Executive Officer; Elizabeth Kneen, Docket, Clerk.

**Prosecuting Attorney:** Elizabeth St. James, Jennifer Colin, Traci Leibowitz

**Guests:** Paulette Thabault

**On the phone:** Jan Hansen

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

No changes or additions were made.	
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**3. Approval of Minutes:**

Deborah Swartz made a motion to approve the minutes as presented. Douglas Sutton seconded the motion.	<b>Pass</b>
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**4. Disciplinary Proceedings:**

2019-167	<b>Kelley, Megan</b> , Megan was not present. Virginia Hudson moved to <b>DENY</b> the request to <b>MODIFY THE CONDITIONS</b> of LPN Megan Kelley. Douglas Sutton seconded.	<b>Pass</b>
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**5. Stipulations & Other Hearings:**

2019-167	<b>Demers, Dennise</b> , Dennise was not present. Douglas Sutton moved to <b>ACCEPT</b> the proposed <b>STIPULATION &amp; CONSENT ORDER to MODIFY THE CONDITIONS</b> of the license of RN Dennise Demers. William White seconded.	<b>Pass</b>
2019-15	<b>Peterson, Kathryn</b> , Kathryn was not present. Daniel Coane moved to <b>ACCEPT</b> the proposed <b>STIPULATION &amp; CONSENT ORDER TO INDEFINITELY SUSPEND</b> the license of RN Kathryn Peterson. Virginia Hudson seconded.	<b>Pass</b>

6. **Executive Director's Report:**

Phyllis Mitchell reviewed the November 2019 Executive Director Report with Board members present.

7. **Education:**

**Nursing Education Committee:**

Deborah Swartz reviewed Annual Reports for all of the Vermont Nursing Education Programs with the Board. She and Phyllis also detailed the results of the Norwich University new NP Graduate Program Site visit survey results, as follows:

**Castleton University** – Deborah Swartz moved to accept the Castleton University BSN Annual Report with recommended changes. Douglas Sutton seconded. **PASS**

**Vermont Technical College Annual Report** – Ellen Watson moved to accept the VTC PN, ADN, BSN, and LPN/RN Re-Entry Annual Reports as written. Daniel Coane seconded. **PASS**

**University of Vermont** – Deborah Swartz moved to accept the UVM BSN, MSN, and DNP Annual Reports with recommended changes. Douglas Sutton seconded. **PASS**

**Norwich University** – Deborah Swartz moved to accept the Norwich University BSN with recommended changes and the MSN Annual Report as written. Douglas Sutton seconded. **PASS**

**Norwich University New Graduate Clinical MSN Program:** Douglas Sutton moved to **APPROVE** Norwich University moving forward with the new Clinical MSN Program. Virginia Hudson seconded. **PASS**

8. **Practice**

**APRN Sub Committee:**

Jennifer Laurent shared an update from the November 13, 2019 meeting with Board Members present.

**Practice Committee:**

- The Committee has not met since last Board meeting.

**Alternative Program Committee:**

- The Committee has not met since last Board meeting.

**9. Other Business:**

**OPR Bill Overview:** Gabriel Gilman provided an overview of the 2020 OPR Bill.

**VTC Request for Waiver of Administrative Rule 4.24(b):**

William White moved to approve the VTC waiver request. Douglas Sutton seconded.

The Vote went to a roll call:

William White – **AYE**

Douglas Sutton – **AYE**

Luanna Tredwell – **AYE**

Virginia Hudson – **NAY**

Jennifer Laurent – **NAY**

Ellen Watson – **NAY**

Daniel Coane – **NAY**

The VTC request for Waiver of Administrative Rule 4.24(b) failed 4 to 3.

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