

**OFFICE OF PROFESSIONAL REGULATION
NATIONAL LIFE BUILDING, MONTPELIER, VT
BOARD OF NURSING
APPROVED MINUTES
November 14, 2011**

1. Call to Order:

The meeting was called to order at 9:03 AM by Ellen Leff, Chair; Board Members present: Alan Weiss, John Todd, Deborah Swartz, Sandra Norton, Jeanine Carr; William White, Donarae Metcalf; Staff members present: Linda Davidson – Executive Director, Nancy Morin - Administrative Assistant, Elizabeth Hansen - Nursing Program Manager, Larry Novins, Board Attorney, Lauren Hibbert - Prosecuting Attorneys, Karl Packer – Investigator for OPR; Others present: Amy Crowley, Linda Libbey

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 October 10, 2011 with corrections as noted. **Pass**

4. Administration, Education, Practice, Licensure

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 reported:

- **Board of Nursing Transition-** L. Davidson announced the resignation of Mr. Ken Bush, RN and Ms. De-Ann Welch, LPN from the Board of Nursing. The time they served was much appreciated. A recruitment process to fill those vacancies and the additional APRN member has been started.
- **Board Staff Transition-** The Board office has received a few letters of interest and resumes for the Case Manager position. The Office is in the process of interviewing prospective applicants at this time.
- **Board of Nursing 100th Anniversary-** Since our last Board meeting 100th Anniversary events have taken place as follows:

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|------------------|--|
| Oct.18, 2011 | VSNA Annual Conference, Lake Morey, VSNA, Host: Spoke on the IOM report & the Board of Nursing. Accompanied by Pat Allen and Nancy Morin. |
| Oct. 25, 2011 | Castleton State College, Sue Farrell, Host. Accompanied by Pat Allen and Elizabeth Hansen. |
| Oct. 28, 2011 | Northeastern Vermont Regional Hospital, Veronica Hychalk, Host. Accompanied by Pat Allen and De-Ann Welch |
| Nov. 11-12, 2011 | Nursing Research & Evidence Based Practice |

Symposium, Fletcher Allen Health Care, Host.
Accompanied by Ellen Leff, Jeanine Carr and
Sandra Swensen.

At these events, we met with nurses, nursing students and administrators. Many commented on how grateful they were that the Board of Nursing came to the different regions of Vermont for these events.

- **Discipline** - As of October 31, 2011 there are 188 open cases, 77 follow-up cases 8 Alternative Program participants.
- **Data Integrity Project** - The Data Integrity Project continues to be on schedule. The focus at this time is cleanup of inactive LPNs & RNs with missing Basis of Licensure and Original Date of Licensure
- **Blue Ribbon Commission on Nursing**- The Blue Ribbon Commission on Nursing met on November 2, 2011. The meeting focused on The IOM reports recommendations. The next meeting is scheduled for December 7, 2011.
- **Alternative Program updates**- There are currently 8 participants: 3 RNs, 1 LPN, and 4 LNAs. During the past month, one new LNA participant was accepted and one RN successfully completed.
- **NCLEX RN and LPN Examination Summaries** - The Board received and discussed the state and individual school pass rates.
- **LNA Medication Administration Delegation Workgroup**- This workgroup had its final meeting on October 24, 2011. L. Davidson will be presenting the report to the Board in December 2011. L. Davidson thanked all of the participants in this workgroup. Their experience and thoughtful process was an example of collaboration at its best. The Board has been invited to attend a nursing home facility in New Hampshire to see how LNA Medication Assistants work and a nursing home in Vermont to see how a LNA Medication Assistant would be implemented. E. Leff, L. Davidson, D. Swartz and E. Hansen have agreed to visit the sites.
- **Board Retreat**- A Board retreat is scheduled for December 5, 2011 at the Capitol Plaza. The agenda includes LNA Medication Administration Delegation; Strategic Initiatives – Progress report, planning and development for 2012; the role of Board counsel (Larry Novins); International Nursing Report (Chris Winters). A. Weiss requested that the Board also put on the agenda the relevance of Board Position Statements.
- A. **Education Committee Report**- J. Carr reported that the Committee met on November 4, 2011 to review the nursing program Annual Reports and that the process was working well. The next meetings for the Education Committee and the Ad Hoc Nursing Assistant Education Committee will be in January. E. Hansen has 5 more nursing assistant education program site visits to make before the end of the year. The site survey for UVM is scheduled for March 2012. E. Hansen will conduct the visit together with Susan Boyer (Executive Director of VNIP and member the Education Committee). L. Davidson and J. Carr did a site evaluation at Norwich University on Monday, October 17, 2011. This visit was planned to coincide with the national credentialing visit.

Nursing Assistant Education Programs

- Program Re-approval: Request for Approval

- American Red Cross - D. Metcalf moved to approve the American Red Cross program for the biennium 2011-2013. **Pass**
- Northwest Technical (Adult) – D. Metcalf moved to approve Northwest Technical Center (Adult) program for the biennium 2011-2013. **Pass**
- Centers for Living and Rehabilitation – J. Carr moved to approve the Centers for Living and Rehabilitation with recommendations for the biennial 2011-2013. **Pass**
- Stafford Technical Center (Adult) – D. Metcalf moved to approve the Stafford Technical Center (Adult Program) for the biennium 2011-2013. **Pass**

Nursing Education Programs

- Program Re-approval: Request for Approval
 - Norwich University Site Visit – Summary and Recommendation – J. Carr moved to grant full approval of the Baccalaureate Nursing Program until the Spring of 2017 when another site visit will be conducted. **Pass**
- B. **Nursing Practice Committee-** The Nursing Practice Committee met on November 2, 2011. The Practice Committee has been working on Position Statements.
- C. **APRN Sub-committee-** The APRN Sub-committee will meet on Wednesday, November 23, 2011. This Sub-committee meets the fourth Wednesday every 3rd month at the National Life Building from 9 am - noon. The schedule is as follows:
 - Wednesday, November 23, 2011 9am - noon
 - Wednesday, February 22, 2012 9am - noon
 - Wednesday, May 23, 2012 9 am – noon
 The Committee will be working on Quality Assurance guidelines and what should be in practice guidelines. Other agenda items include pain management and Suboxone.

5 Disciplinary Proceedings:

- 2010-750 Alberta Longe was not present. L. Hibbert requested that charges be dismissed without prejudice because a witness was not available to testify. S. Norton moved to dismiss the charges without prejudice. **Pass**
- 2010-381 Amy Crowley was present. The Board requested deliberative session at 11:59 a.m. The meeting resumed at 12:14 p.m. The Board voted while in deliberate session to **CONDITION** the license of Registered Nurse **Amy Crowley**. The Board will issue a written decision.
- 2010-570 and 2010-395 Shannon Bedard was not present. D. Swartz moved to find **Shannon Bedard** n **DEFAULT**. **Pass**
 D. Metcalf moved to **INDEFINITELY SUSPEND** the license of Licensed Nursing Assistant **Shannon Bedard**. **Pass**
- 2011-93 Amy Prater was not present. L. Hibbert withdrew the request for a Default to allow Ms Prater time to respond to the charges.

- 2011-162 Tina Cyr was not present. E. Leff moved to find **Tina Cyr** in **DEFAULT**.
Pass
A. **Weiss** moved to **INDEFINITELY SUSPEND** the license of Licensed
Nursing Assistant **Tina Cyr**. **Pass**
- 2011-709 Deanna Malec was not present. J. Carr moved to **SUMMARILY SUSPEND**
the license of Registered Nurse **Deanna Malec**. **Pass**
- 2011-56 Cathleen Scribner was not present. E. Leff moved to approve the Stipulation
and Consent Order and **WARN** the license of Licensed Practical Nurse
Cathleen Scribner. **Pass**
- 2011-71 Wendy Culligan was not present. E. Leff moved to approve the Stipulation
and Consent Order and **CONDITION** the license of Registered Nurse **Wendy**
Culligan. **Pass**
- 2010-264 Sandra Ross was not present. J. Todd moved to approve the Stipulation and
Consent Order and **WARN** the license of Licensed Nursing Assistant **Sandra**
Ross. **Pass**
- 2011-105 Shannon Hines was not present. D. Swartz moved to approve the Stipulation
and Consent Order and **IMPOSE AN ADMINISTRATIVE PENALTY** on the
license of Registered Nurse **Shannon Hines**. **Pass**
- 2010-458 Judith Bliss was not present. D. Metcalf moved to approve the Stipulation and
Consent Order and **WARN** the license of Licensed Practical Nurse **Judith**
Bliss. **Pass**
- 2011-371 Ellen Curley was not present. L. Hibbert withdrew the Stipulation and
Consent Order and will resubmit the Stipulation in December.
- 2011-9 Lori O'Brian was not present. E. Leff moved to approve the Stipulation and
Consent Order and **CONDITION** the license of Registered Nurse **Lori**
O'Brian. **Pass**
- M2010-92 Martha Chadwick was not present. A. Weiss moved to approve the
Stipulation and Consent Order and **REINSTATE AND CONDITION** the
license of Registered Nurse **Martha Chadwick**. **Pass**
- M2011-9 Stephenie Smith was not present. J. Carr moved to **REINSTATE WITHOUT**
CONDITIONS the license of Registered Nurse **Stephenie Smith**. **Pass**
- M2009-214 Audra Lamothe was not present. J. Carr moved to **REINSTATE WITH**
CONDITIONS, as outlined in the previous Stipulation and Consent Order, the
license of Registered Nurse **Audra Lamothe**. **Pass**

Closing Reports:

J. Carr moved to recommend that the following complaints be concluded without charges:

- 2010-551 D. Swartz recused
- 2010-213 J. Todd recused
- 2011-78 J. Carr recused
- 2011-252

Pass

6. Other Business:

- L. Novins discussed how he visualizes Stipulations would look like if the changes he proposes are accepted by the Board and Board Office. The Board also requested that L. Novins address the issue of Position Statements at the Board Retreat.

7. Adjournment: A. Weiss moved to adjourn the meeting at 2:00 p.m.

Pass

Minutes recorded by: Nancy Morin, Administrative Assistant

Draft minutes reviewed by: Linda Davidson, Executive Director

Date minutes approved by Vermont Board of Nursing: