

**OFFICE OF PROFESSIONAL REGULATION
NATIONAL LIFE BUILDING, MONTPELIER, VT
BOARD OF NURSING
APPROVED MINUTES
JANUARY 10, 2011**

1. **Call to Order:**

The meeting was called to order at 9:02 AM by Jeanine Carr, Vice-Chair. Board Members present: Alan Weiss, Deborah Swartz, John Todd, Sandra Norton; Donarae Metcalf; De-ann Welch, Kenneth Bush; Board members absent: Ellen Leff, William White; Staff members present: Linda Davidson – Executive Director, Mary Botter – Outgoing Executive Director by phone, Nancy Morin - Administrative Assistant, Christopher Winters, Director – OPR, Ellen Hagman - RN Staff, Elizabeth Hansen – RN Nursing Program Manager, Larry Novins, Board Attorney, Lauren Hibbert and Ed Adrian - Prosecuting Attorneys; Others present: Madeleine Mongan, Tom Garrett, Esq., Margaret Frye, Lori Watson, by telephone, Rachel Stebbens, Hollie Shaner-Mcrae.

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

J. Carr will chair the meeting as E. Leff was not able to attend. The revised agenda provided at the meeting today was accepted.

3. **Approval of Minutes:**

A. Weiss moved to approve the minutes of the December 13, 2010 meeting as corrected. K. Bush and D Welch recused. **Pass**

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

- A. Executive Director's Report:** Attached. L. Davidson gave an overview of the written Executive Director's Report and related documents provided in the Board meeting packet. L. Davidson reported that as of December 31, 2010 there are 210 open cases, 62 follow-up cases and 5 Alternative Program participants.
- B. Board Staff Transitions:** The interview process for the Administrative Assistant to replace Aprille Morrison has been completed. An applicant has been chosen. She will meet with Jim Condos for final approval.
- C. Executive Director Transitions:** Linda Davidson updated the Board on the orientation process for transition of the responsibilities of the Executive Director role. Since the ED report at the December 13, 2010 Board meeting she has assumed all responsibilities for the office of the Board of Nursing with the exception of case management which has been postponed due to the resignation of Betsy Wrask, Prosecuting Attorney. She met with Chief Amy Carlson for an orientation to the Investigation / Inspection Division. Dr. Botter continues to work with Ellen Hagman on the transfer of the case management role. The Executive Director orientation in reference to this area will commence with Dr. Botter and Ellen Hagman later this month.

- D. Prosecuting Attorney Transition:** The interview process for the Prosecuting Attorney to replace the vacancy left from Betsy Wrask has been completed. Lauren Hibbert has been chosen and she will start this month. The responsibilities will be assumed by Ed Adrian until that transition is complete.
- E. Data Integrity Project:** The Data Integrity Project continues to move ahead. The current focus of the project is verification of educational data on licensees. Amy Boulanger, the project manager will be presenting an overview of the project and a progress report to the Board at the February 2011 meeting. Due to the limits of time on the agenda today, she has been postponed from her originally scheduled presentation.
- F. RN/APRN Renewal Cycle:** Planning has begun on the RN/APRN renewal cycle. There are weekly meetings with the renewal Unit Administrator, L. Davidson and OPR staff. Applications have been revised and necessary resources have been identified. The renewal cycle will tentatively open January 24, 2011 and close March 31, 2011. There are 20,089 RN's and 535 APRN's who can potentially renew. RN's can renew on-line. APRN's need to renew by paper application due to the supporting documentation that must accompany their renewal (certification and collaborative agreement).
- G. LNA Audit:** The LNA audit for application accuracy was performed in the office on 5% of licensees both who renewed on-line and by paper. This was the first on-line renewal for LNA's and as anticipated, issues were identified. These issues are being rectified prior to the RN renewal cycle. A more complete report will be issued at a later date. The LNA renewal audit requesting employers to verify practice hours is underway.
- H. NCSBN Mid-Year Meeting:** The NCSBN Mid-Year Meeting is March 14 – 16, 2011. Due to the conflict with the Board meeting, the March Board meeting will be held on March 7, 2011. The room has been reserved. Thus far, E. Leff, J. Todd and L. Davidson will be attending. On the agenda for this meeting are sessions on "TERCAP" and "Just Culture".
- I. BON 100th Anniversary Update:** The first meeting of the Ad-Hoc Committee for the 100th Anniversary Celebration is being scheduled for January. The staff is reaching out to public individuals to join the committee. Preliminary sketches have been received to use as a marker for the 100th Board of Nursing Anniversary events. The sketches will go for review to Chris Winters and Jim Condos.
- J.** C. Winters addressed the Board regarding the relationship between Statutes and Rules. The Vermont Medical Society and Vermont Board of Medicine are concerned that the Board has many requirements in the Rules that should be mandated by Statute. Another concern of the Vermont Medical Society is that the use of Dr. by APRN's with PhD's is confusing to the public. C. Winters advised the Board that he is going to review both the Medical Board and the Nursing Board's Statutes and Rules. The consensus of the Board of Nursing is that there does not need to be any change to the Nursing Board's Statutes.
- K. Public Comments:** Madeleine Mongan spoke to the concerns that the Vermont Medical Society has with the proposed rules in that they feel many of the requirements for APRN's should be in the Statutes.

- L. Strategic Initiatives and 2011 Goals:** The Board received and reviewed the Strategic Initiatives and 2011 Goals. J. Todd moved to approve with edits. A. Weiss voted No. **Pass**
- M. APRN Rules:** M. Botter, by telephone, reviewed the suggested changes that have been integrated into the draft Rules. The final draft rules will come to the Board in February for final approval of the Board. Once the Board has approved the draft, the formal Rules process will proceed. L. Davidson reported that C. Winters, L. Novins and herself had met with M. Mongan and P. Harrington of the Vermont Medical Society to discuss their concerns with the draft Rules.
- N. Medication Administration Delegation Ad Hoc Task Force Report:** The Board received the report in their Board packet. M. Botter, by telephone, explained how the Ad Hoc Task Force came to the conclusions that are in the report. The Board will review the report and discuss it at the February meeting.
- O. Alternative Program Summary 2010:** The Board received the Alternative Program Summary 2010 report. E. Hansen reviewed the report with the Board. The Board accepted the report.
- P. Quarterly Licensure and Case Report:** E. Hagman presented the Quarterly Licensure and Case Report.
- Q. Education Committee Report:** J. Carr reported that the Education Committee did not meet this past month. Their next scheduled meeting is January 18, 2011
- R. Nursing School Education Programs:**
- Norwich University Site Survey – J. Todd moved to **approve** a change of status to from **Conditional** to **Full Approval** until such time that the Commission on Collegiate Nursing Education conducts a site visit in the Fall 2011. The Board of Nursing will conduct a concurrent site visit at that time. Ken Bush recused. **Pass**
- R. Nursing Assistant Education Program:**
- Program re-approval**
- K. Bush moved to **approve** Randolph Technical Career Center – Adult Education for the Biennial period of 2010-2012 with recommendations. **Pass**
 - D. Swartz moved to **approve** Barre Technical Center Adult Technical Education for the Biennial period of 2010-2012 with recommendations. **Pass**
- Change of Status:**
- Maple Lane Nursing Assistant – The Board received the letter regarding the voluntary closure of the Maple Lane Nursing Assistant Educational Program
- Other Nursing Program Reports:**
- The Board received the Nursing Assistant Educational Program Quarterly Report
 - E. Hansen reported that the Nursing Assistant Annual Report Forms has been mailed out and are due in the Board Office by April 1, 2011.

S. Nursing Practice Committee: L. Davidson thanked E. Hagman for all of her work on the Practice Committee. L. Davidson reported that the Committee met on January 5th and will continue to meet every month. The Committee is working on position statements. The Committee discussed the format for the anesthesiology position statements. The Anesthesia Sub - Committee continues to think the nursing practice issues related to the different types of anesthesia should have separate position statements. The Ad hoc Sub-Committee members would like to have further discussion and guidance from the Board prior to completing its task.

R. Position statement for Board approval:

- **Palliative Sedation at the end of life** – The Board requested that this position statement be sent back to the Committee for further revisions.
- **LNA Scope of Practice** – A. Weiss moved to approve the LNA Scope of Practice Position Statement with edits as noted. **Pass**

S. APRN Advisory Committee Report: The APRN Advisory Committee met on Monday, December 20, 2010. Recommendations made by the Board for the APRN section of the Administrative Rules were reviewed. Some members expressed disappointment that the IOM recommendation for full removal of collaboration was not adopted. They did however express that changing the collaboration requirement from 36 months to 24 months was more acceptable.

5 Disciplinary Proceedings:

- 2009-358 Lori Watson was present by telephone and represented by Thomas Garrett, Esq. J. Todd moved to go into deliberative session at 11:20 a.m. **Pass**
The meeting resumed at 11:25 a.m. The Board will issue a written decision.
- 2009-393 Rachel Stebbins was present. D. Welch moved to go into deliberative session at 12:04 p.m. **Pass**
The meeting resumed at 12:11. The Board will issue a written decision.
- 2010-104 Holly Plantier was not present. K. Bush moved to find Holly Plantier in **DEFAULT** **Pass**
D. Metcalf moved to **INDEFINITELY SUSPEND** the license of Licensed Nursing Assistant **Holly Plantier**. D. Swartz voted no. **Pass**
- 2009-435 Natalie Desantis was not present. J. Carr moved to approve the Stipulation and Consent Order and **CONDITION** the license of Registered Nurse **Natalie Desantis**. S. Norton recused. **Pass**
- 2009-601 Donna Maynard was not present. D. Metcalf moved to approve the Stipulation and Consent Order and **CONDITION** the license of Licensed Practical Nurse Donna Maynard. John Todd recused. **Pass**
- 2009-177 Kyle Costella was not present. A. Weiss moved to approve the Stipulation and Consent Order and **WARN** the license of Licensed Practical Nurse **Kyle**

2010-170	Costella. Constance Squiers was not present. J. Carr moved to approve the Stipulation and Consent Order and REPRIMAND AND CONDITION the license of Licensed Nursing Assistant Constance Squiers.	Pass Pass
2009-513	Stephanie Smith was not present. D. Metcalf moved to approve the Stipulation and Consent Order and CONDITION the license of Registered Nurse Stephanie Smith.	Pass
2010-151	Darcy Nash was not present. K. Bush moved to approve the Stipulation and Consent Order and CONDITION the license of Registered Nurse Darcy Nash.	Pass
2010-519	Kali Lacaillade was not present. J. Carr moved to approve the Stipulation and Consent Order and INDEFINITELY SUSPEND the license of Licensed Nursing Assistant Kali Lacaillade.	Pass
2010-592	Sharon Bergkoetter was not present. D. Metcalf moved to IMPOSE AN ADMINISTRATIVE PENALTY OF \$250.00 on the license of Registered Nurse Sharon Bergkoetter.	Pass
2010-378	Robert Larrow was not present. K. Bush moved to approve the Stipulation and Consent Order and INDEFINITELY SUSPEND the license of Registered Nurse Robert Larrow.	Pass
2009-516	Caitlin Ferland was not present. D. Swartz moved to approve the Stipulation and Consent Order and CONTINUE THE SUSPENSION WITH ADDITIONAL REQUIREMENTS on the license of Licensed Practical Nurse Caitlin Ferland.	Pass
2010-309	Amy Koenig was not present. A. Weiss moved to approve the Stipulation and Consent order and INDEFINITELY SUSPEND the license of Registered Nurse Amy Koenig. D. Metcalf and S. Norton recused.	Pass
2010-666	Orin Knapp was not present. J. Todd moved to go into deliberative session at 3:03 pm. The meeting resumed at 3:11 p.m. The Board will issue a written decision.	Pass
M2009-13	Rosemary Harmon was not present. A. Weiss moved to REINSTATE WITHOUT CONDITIONS the license of Licensed Nursing Assistant Rosemary Harmon.	Pass

Closing Reports:

D. Welch moved to recommend that the following complaints be concluded without charges:

2010-234	D. Swartz recused	
2009-359	D. Swartz recused	
2010-366	K. Bush recused	
2010-174	K. Bush recused	
2010-46	K. Bush recused	
2010-457	K. Bush recused	
2009-543	J. Todd recused	
2010-180	J. Todd recused	
2010-477	J. Carr recused	
2009-497		
2009-498		Pass

8. **Adjournment:** D. Welch moved to adjourn the meeting at 3:12 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: