

**OFFICE OF PROFESSIONAL REGULATION
89 MAIN STREET, 3RD FLOOR, MONTPELIER, VT
BOARD OF NURSING
APPROVED MINUTES
May 14, 2018**

1. Call to Order:

The meeting was called to order at 9:02 a.m. by Ellen Watson – Chair

Board members present: Ellen Watson, Jennifer Laurent, Kelly Sinclair, Deborah Swartz, William White, Douglas Sutton, Virginia Hudson, Jill Duell and Luana Tredwell.

Staff members present: Phyllis Mitchell, Executive Director; Aprille Morrison, Licensing Administrator I; Lauren Hibbert, General Counsel; George Belcher, Hearing Officer; Kristin Husher, Nursing Program Manager; Ellen Leff, Case Manager, and Mike Ruse, OPR Investigator.

Prosecuting Attorney's: Beth St. James, Jennifer Colin and J. Maguire Curran

Guests: Sharon Laub, Carrie Phillips, Pharmacy Board Executive Officer, Vada Aucter, Charles Reibel and Betsy Burtis.

2. Changes and Additions to the Agenda:

No changes	
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3. Approval of Minutes:

Jennifer Laurent made a motion to approve the minutes with the addition of William White to Board Members Present section. Jill Duell seconded the motion. Deborah Swartz and Virginia Hudson abstained from voting as they were not in attendance at the April meeting.	Pass
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4. Summary Suspensions/Hearings/Modification of Conditions:

2017-177	Noel, Katie was present. Hearing was changed to an agreed upon stipulation and consent order. Virginia Hudson moved to accept the stipulation and consent order . William White seconded the motion. Douglas Sutton did not participate in the vote as he was the investigative team member.	Pass
2012-381	Laub, Sharon was present. The board went into deliberative session at 10:09 am; reconvened at 10:33 am. Jennifer Laurent moved to eliminate the current condition for random drug testing completely and reduce the supervision reports from monthly to quarterly for the next year. William White seconded the motion. Motion passed with a vote of eight in favor and one opposed.	Pass
2018-45	Matteson, Colleen was not present. Virginia Hudson moved to SUMMARILY SUSPEND license of registered nurse Colleen Matteson . Deborah Swartz seconded the motion. Douglas Sutton did not participate in the vote as she was the investigative team member.	Pass

5. **Stipulations:**

2018-19	Banfield, Stephanie was not present. Virginia Hudson moved to ACCEPT the proposed STIPULATION AND CONSENT ORDER the Registered Nurse Stephanie Banfield . Douglas Sutton seconded the motion. Ellen Watson did not participate in the vote as she was the investigative team member.	Pass
2018-7	Cutler, Elizabeth was not present. Virginia Hudson moved to ACCEPT the DEFAULT ORDER of the license of Licensed Nursing Assistant Elizabeth Cutler . Douglas Sutton seconded the motion. Deborah Swartz did not participate in the vote as she was the investigative team member.	Pass
2018-6	Keiser, Tarah was not present. Douglas Sutton moved to ACCEPT the DEFAULT ORDER of the license of Licensed Nursing Assistant Tarah Keiser . Deborah Swartz seconded the motion. Virginia Hudson did not participate in the vote as she was the investigative team member.	Pass
2017-790	Lake, Shanna was not present. Jennifer Laurent moved to ACCEPT the DEFAULT ORDER of the license of Licensed Nursing Assistant Shanna Lake . Deborah Swartz seconded the motion. Douglas Sutton did not participate in the vote as he was the investigative team member.	Pass
2018-27; 2018-28	Killeen, Mary was not present. The Board went into deliberative session at 10:55 am, reconvened at 11:00 am. Douglas Sutton moved to ACCEPT the STIPULATION AND CONSENT ORDER of the license of Registered Nurse Mary Killeen . Virginia Hudson seconded the motion. Motion passed with a vote of six in favor and three opposed.	Pass
2000-82	Chambers, Jennifer was not present. William White moved to ACCEPT the REINSTATEMENT STIPULATION AND CONSENT ORDER of the license of Licensed Nursing Assistant Jennifer Chambers . Jill Duell seconded the motion. Douglas Sutton did not participate in the vote as he was the investigative team member.	Pass

6. **Administrative, Education, Practice, and Licensure:**

Executive Director's Report:

The board received and reviewed the April 2018 Executive Director Report with Phyllis Mitchell.

7. **Education:**

Nursing Education Committee:

The Committee has not met since the last Board meeting.

Nursing Program Manager Report:

The board received and reviewed the April 2018 Nursing Program Manager's Report with Kristin Husher.

LNA Programs:

St. Johnsbury Health and Rehabilitation – New Program – Deborah Swartz moved to approve the nursing assistant education program. Virginia Hudson seconded the motion. Motion passed.

Tender Loving Home Care – Annual Review – Deborah Swartz moved to continue approved status for this nursing assistant education program. Jill Duell seconded the motion. Motion passed.

Hartford Area Career and Technical Center – Board Review of Performance Improvement Plan – Douglas Sutton moved to grant the program conditional approved status for one year. William White seconded the motion. Motion passed.

American Red Cross – Board Review of Performance Improvement Plan – Deborah Swartz moved to continue approved status for the program. Douglas Sutton seconded the motion. Motion passed.

Nursing Assistant Education and Practice Committee:

The Committee has not met since the last Board meeting.

8. Practice

APRN Sub Committee:

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

Practice Committee:

The practice committee met on April 4th, 2018. The following position statements were discussed at the Board meeting.

- **Student Nurse pre-licensure extern programs**
 - Deborah Swartz moved to retire this position statement. Jill Duell seconded the motion. Motion passed.
- **Role of the RN and LPN when working with medical assistants**
 - Jennifer Laurent moved to retire this position statement. Jill Duell seconded the motion. Motion passed.
- **Role of the RN and LPN in the pronouncement of death**
 - Jennifer Laurent moved to retire this position statement. Jill Duell seconded the motion. Motion passed.
- **Substance use disorder in nursing**
 - Deborah Swartz moved to retire this position statement. Jennifer Laurent seconded the motion. Motion passed.

Alternative Program Committee:

The Alternative Program Committee met on April 20, 2018. The Committee will look at revisiting the Administrative Rules and the Alternative to Discipline contract with the assistance of Lauren Hibbert and Ellen Leff.

9. Other Business:

Ellen Watson informed members present that a Nursing Board retreat needs to be scheduled. Phyllis Mitchell will send around a doodle poll to see the availability of Board members possibly for the month of October.

Adjournment: Jennifer Laurent moved to adjourn the meeting at 2:19 pm. Kelly Sinclair seconded the motion. Motion passed.