

Arkansas State Board of Nursing

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BOARD BUSINESS MEETING MINUTES

TIME AND PLACE: September 12, 2019
ASBN Boardroom

MEMBERS PRESENT: Ramonda Housh, MNSc, APRN, CNP, C-PNP; Lance Lindow, RN; Yolanda Green, LPN; Neldia Dycus, BS, MHSM, MHRD, RN; Stacie Hipp, MSN, APRN; Michael Burdine, RN; Melanie Garner, LPN, CLC; Janice Ivers, MSN, RN, CNE

MEMBERS ABSENT: Kaci Bohn, PhD, Consumer Representative; Rachel Sims, BSN, RN; Pamela Leal, RN, Representative of the Older Population; Renee Mihalko-Corbitt, DNP, APRN, ACNS-BC

STAFF ATTENDING AT VARIOUS TIMES: Sue A. Tedford, Director, MNSc, APRN
William F. Knight, General Counsel, JD
Mary Trentham, Attorney Specialist, JD, MNSc, MBA, APRN
Lisa Wooten, Assistant Director, MPH, BSN, RN
Karen McCumpsey, Assistant Director MNSc, RN, CNE
Tonya Gierke, Assistant Director, JD, BSN, RN
Debra Garrett, Program Coordinator, DNP, APRN
Tammy Vaughn, Program Coordinator, MSN, RN, CNE
Deborah Rodgers, Program Coordinator, MSN, RN
Susan Lester, Executive Assistant to the Director
Albert Williams, Information Systems Coordinator
LouAnn Walker, Public Information Coordinator

President Ramonda Housh called the meeting to order at 1:06 p.m. A flexible agenda was declared.

I. CONSENT AGENDA

MOTION 1: I move that the Arkansas State Board of Nursing approve the items on the Consent Agenda.
PASSED.

II. OTHER

Susan Brown with PCI was present for the meeting and shared information regarding upcoming opportunities for nurses. The 15th Annual Nursing Expo is scheduled for April 4, 2020 at the Jack Stephens Center on the UALR Campus in Little Rock, Arkansas. The 2020 Nursing Compassion Award and 2020 Outstanding Nurse Educator Award winners will be recognized at the Nursing Expo. Ms. Brown also shared details regarding the possibility of providing continuing education for nurses at this venue.

ASBN MINUTES

September 12, 2019

Page 2

III. COMMITTEE REPORTS

Reports were given by committee chairs. Motions reflect committee recommendations.

A. FINANCE COMMITTEE

Janice Ivers, Chairperson for the Finance Committee, along with Darla Erickson, Administrative Services Manager, covered items for the Finance Committee. The following motions were presented:

MOTION 2: I move that the Arkansas State Board of Nursing approve the financial statements for April 2019, May 2019, and June 2019.

PASSED.

MOTION 3: I move that the Arkansas State Board of Nursing approve the financial reports prepared by the Department of Finance and Administration- Service Bureau and Office of Personnel Management and Office of Budget for the State Board of Nursing for the periods April 2019, May 2019, and June 2019.

PASSED.

MOTION 4: I move that the Arkansas State Board of Nursing approve the report reconciling the ASBN financial statements to the AASIS documents received by the Department of Finance and Administration- Service Bureau for the State Board of Nursing for the periods April 2019, May 2019, and June 2019.

PASSED.

MOTION 5: I move that the Arkansas State Board of Nursing approve the Comprehensive Annual Financial Report (CAFR) Year End Closing Package for Service Bureau Agencies (Part A) submitted for the Arkansas State Board of Nursing to the Department of Finance and Administration for the fiscal year ended June 30, 2019.

PASSED.

MOTION 6: I move that the Arkansas State Board of Nursing approve the FY 2020 Annual Operations Plan submitted on May 16, 2019 by the Arkansas State Board of Nursing to the Department of Finance and Administration.

PASSED.

Ms. Erickson advised the Board that ASBN received a finding following the recent audit by the Bureau of Legislative Audit based upon a final payout for an employee who retired last year. The Finance Committee approved their minutes from the May 9, 2019 meeting and reviewed their strategic plan.

B. EDUCATION COMMITTEE

Ramonda Housh, Acting Chairperson for the Education Committee, along with Tammy Vaughn, ASBN Program Coordinator, covered items for the Education Committee. The following motions were presented:

ASBN MINUTES

September 12, 2019

Page 3

MOTION 7: I move that the Arkansas State Board of Nursing grant Continued Full Approval to the University of Arkansas Pulaski Technical Practical Nurse Program until the year 2024.

PASSED.

MOTION 8: I move that the Arkansas State Board of Nursing grant Continued Full Approval to the College of the Ouachitas Practical Nurse Program until the year 2024.

PASSED.

MOTION 9: I move that the Arkansas State Board of Nursing grant Continued Full Approval to the College of the Ouachitas Associate Degree Nurse Program until the year 2024.

PASSED.

MOTION 10: I move that the Arkansas State Board of Nursing grant Continued Full Approval to the University of Arkansas Rich Mountain Practical Nursing Program until the year 2024.

PASSED.

MOTION 11: I move that the Arkansas State Board of Nursing grant Continued Full Approval to the South Arkansas College Practical Nurse Program until the year 2024.

PASSED.

MOTION 12: I move that the Arkansas State Board of Nursing grant Continued Full Approval to Harding University Carr College of Nursing Baccalaureate degree in nursing program until the year 2024.

PASSED.

MOTION 13: I move that the Arkansas State Board of Nursing grant Continued Full Approval to the University of Arkansas Hope-Texarkana Practical Nurse Program until the year 2024.

PASSED.

MOTION 14: I move that the Arkansas State Board of Nursing approve Black River Technical College Practical Nursing Programs curriculum revision effective immediately.

Ramonda Housh Recused.

PASSED.

MOTION 15: I move that the Arkansas State Board of Nursing grants Prerequisite Approval to the Black River Technical College Traditional Associate of Applied Science in Registered Nursing program, to be located on the Pocahontas and Paragould campus.

Ramonda Housh Recused.

PASSED.

ASBN MINUTES

September 12, 2019

Page 4

MOTION 16: I move that the Arkansas State Board of Nursing grant Prerequisite Approval to the Harding University Carr College of Nursing to establish two initial licensure Master's Entry into Professional Nursing (MEPN) program tracks. Admission will include either 90 completed undergraduate hours, or a BA or BS, along with required nursing prerequisite courses, and who meet all other eligibility requirements.

PASSED.

MOTION 17: I move that the Arkansas State Board of Nursing grant Initial Approval to Southern Arkansas University Tech LPN/Paramedic to RN Associate of Applied Science in nursing program to begin admission in June 2020.

PASSED.

Tammy Vaughn informed the Board six (6) nursing educational programs obtained 100% NCLEX® pass rates this year and the three (3) programs fell below the 75% pass rate. Ms. Vaughn further advised the Board that the University of AR – Monticello College of Technology in McGehee obtained six (6) consecutive years of 100% pass rates, Phillips Community College UA- Dewitt- PN obtained five (5) consecutive years of 100% pass rates, and Arkansas Northeastern College- Blytheville obtained three (3) consecutive years of 100% pass rates.

The Education Committee approved their minutes from the May 9, 2019 meeting and reviewed their strategic plan.

C. PRACTICE COMMITTEE

Lance Lindow, Chairperson for the Practice Committee, and Mary Trentham, Attorney Specialist, covered items for the Practice Committee presented the following motion on behalf of the Practice Committee.

MOTION 18: I move that the Board direct staff to develop a position statement regarding Registered Nurse-Driven Standing Orders as recommended by the Institute of Medicine's (renamed the National Academy of Medicine) vision of team-based diagnosis supported by the Center for Medicare and Medicaid Services Revisions for Hospital Conditions of Participation per §482.24(c)(3)(77 FR 29002 & 77 FR 29034).

PASSED.

Strategic Initiative III, Objective 2 cannot be met at this time. CORE data collection by NCSBN has been suspended and the need for collection for it will be reviewed by NCSBN in 2020.

The Practice Committee approved their minutes from the May 9, 2019 meeting, discussed open disciplinary cases and reviewed their strategic plan.

D. ADMINISTRATIVE COMMITTEE

Stacie Hipp, Chairperson for the Administrative Committee, and Sue Tedford, ASBN Director, discussed items covered during their committee meeting, as follows:

The Administrative Committee discussed the ASBN 2020 – 2022 Strategic Plan and the following motion was presented:

ASBN MINUTES

September 12, 2019

Page 5

MOTION 19: I move that the Arkansas State Board of Nursing approve the 2020 – 2022 Strategic Plan as written and attached.

PASSED.

The Administrative Committee reviewed all Personnel policies. Revisions were necessary for the following personnel policies of the Arkansas State Board of Nursing Administrative Manual listed in the following motion.

MOTION 20: I move that the Arkansas State Board of Nursing approve revisions to the following policies of the Arkansas State Board of Nursing Administrative Manual as listed and attached:

- *Personnel Policy Number I-2, Time Sheet;*
- *Personnel Policy Number I-3, Benefits;*
- *Personnel Policy Number I-4, Leaves of Absence;*
- *Personnel Policy Number I-8, Employee Conduct and Disciplinary Action;*
- *Personnel Policy Number I-16, Freedom of Information;*
- *Personnel Policy Number I-23, Fax Transmissions;*
- *Personnel Policy Number I-25, Outside Employment;*
- *Personnel Policy Number I-26, Access to Personnel Files;*
- *Personnel Policy Number I-32, Inclement Weather Policy;*
- *Personnel Policy Number I-35, Probationary Period;*
- *Personnel Policy Number I-36, Hiring;*
- *Personnel Policy Number I-38, Employee of the Quarter- REPEAL;*
- *Personnel Policy Number I-39, Performance Evaluations; and*
- *Personnel Policy Number I-40, Absence of Executive Director.*

PASSED.

The Administrative Committee approved their minutes from the May 9, 2019 meeting and reviewed the 2017 - 2019 Strategic Plan. The Administrative Committee also discussed the annual Board Strategic Planning Meeting which is scheduled for June 11, 2020. The location for the Strategic Planning Meeting will be at the conference room of the Staybridge Suites Little Rock - Medical Center, if available.

IV. STAFF REPORTS

Ms. Tedford updated the Board on the status of the ORBS system. The new system works well for licensure but the discipline processes are more complex. We are currently lacking the ability to prepare reports like those from our previous system but are working on the issue.

Ms. Tedford also shared information regarding the ASBN transformation to the Department of Health.

LouAnn Walker requested that the Board Members update their biography information. Ms. Walker also shared updated All Hazards information with the Board Members.

ASBN MINUTES

September 12, 2019

Page 6

Tonya Gierke and Lisa Wooten spoke to the Board regarding the Affinity system and how it will be used to monitor ArNAP participants and Respondents who are under Board Order. We switched to the new drug testing company on August 1, 2019.

V. OTHER

The following handouts were provided for the Board Members:

- Survey for 2020 Educational Sessions
- Board Self-Evaluation
- Committee Evaluation
- Hotel and Travel Evaluation

Mike Burdine, Melanie Garner, and Yolanda Green shared information they learned during their trip to the NCSBN Annual Meeting.

Ramonda Housh and Tonya Gierke, discussed items for the ArNAP Advisory Committee presented the following motions on behalf of the committee.

MOTION 21: I move that the Arkansas State Board of Nursing allow a non-licensed individual to be a worksite monitor for ArNAP participant WK1697.

PASSED.

MOTION 22: I move that the Arkansas State Board of Nursing allow ArNAP participant SH8778 to continue taking the following long-term abuse potential medications for their medical conditions while enrolled in ArNAP:

- Primidone 300 mg @HS
- Vistaril 25mg BID prn
- Gabapentin 600mg TID
- Comprazine 5mg every 4 hours prn
- Zanaflex 4mg @HS

PASSED.

MOTION 23: I move that the Arkansas State Board of Nursing allow ArNAP participant AM56 to continue taking the following long-term abuse potential medications for their medical conditions while enrolled in ArNAP:

- Xanax 1mg @HS
- Zanaflex 4mg prn
- Ambien 10 mg @HS

PASSED.

MOTION 24: I move that the Arkansas State Board of Nursing allow ArNAP participant AH3587 to continue their present employment in the Emergency Department with a worksite monitor, and to be allowed to continue taking the following long-term abuse potential medications for their medical conditions while enrolled in ArNAP: Flexeril 10mg BID.

PASSED.

Debbie Rodgers discussed details regarding her doctorate program and her study of drug diversion in nursing homes. Ms. Rodgers will pair with Pao-Feng Tsai, RN, PhD to

ASBN MINUTES

September 12, 2019

Page 7

investigate details of cases for the year 2018 filed at the Arkansas State Board of Nursing and include the following data from the chart reviews: demographics, nursing credentials, previous disciplinary action by a Board of Nursing, type of facility where diversion occurred, and type of complaint received. Information gathered will not contain identifiable information that could be linked to participants or patients. This study will compare diversion rates between hospitals and nursing homes.

Mary Trentham, the Board's Attorney Specialist, presented the following Consent Agreements that had been entered into since the last meeting. Following discussion of the agreement, the following motion was passed:

MOTION 25: I move that the Arkansas State Board of Nursing ratify the following Consent Agreement:

Scantling, Misty Lee Kendall, L056459 (Fort Smith, AR)
ACA § 17-87-309(a)(9)
Probation – 2 years
Course –Sharpening Critical Thinking Skills, Documentation for Nurses

The Board members elected Board officers for the 2019 – 2020 Year, as follows:

MOTION 26: I MOVE that the Arkansas State Board of Nursing closes nominations for the 2019 – 2020 Board Officer Positions and acknowledges there are no opposing candidates, and hereby elect the following Board Members by acclamation as follows:

- Vice President: Lance Lindow
- Treasurer: Janice Ivers

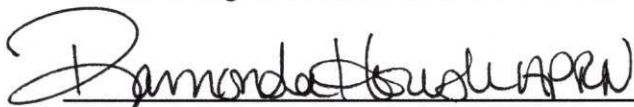
PASSED

Mike Burdine was elected to serve as Board President for the 2019-2020 term.

Stacie Hipp was elected to serve as Board Secretary for the 2019-2020 term.

The following Board Members were recognized for their dedication and four (4) years of continuing service to ASBN: Kaci Bohn, Mike Burdine, Pam Leal, and Renee Mihalko-Corbitt.

There being no further business, the meeting adjourned at 3:30 p.m.



Ramonda Housh, Board President



Susan Lester, Recording Secretary

10/09/19

Date Approved