

**WEST VIRGINIA BOARD OF EXAMINERS FOR
REGISTERED PROFESSIONAL NURSES
OCTOBER 22 & 23, 2009**

A Board meeting was held at the office of the West Virginia Board of Examiners for Registered Professional Nurses at 101 Dee Drive, Suite 102, Charleston, WV 25311-1620, on October 22-23, 2009.

BOARD MEMBERS PRESENT:

PAMELA L. ALDERMAN, MSN, RN, PRESIDENT

CYNTHIA PERSILY, Ph.D., RN, SECRETARY
(Absent for Afternoon of Day Two)

DIANA BOYLE, MSN, RN-CS, FNP

ROBIN WALTON, EdD, RN

LINDA WILLIAMS, CRNA, J.D.

JUDY NYSTROM, PUBLIC MEMBER

BOARD STAFF PRESENT:

LAURA S. RHODES, MSN, RN, EXECUTIVE DIRECTOR
(Participated by Conference Call for Morning of Day One during review of Mountain State University Elkins Cohort Site Visit Report and Afternoon of Day Two during review of Mutual Recognition Update and Staff Evaluations)

ALICE R. FAUCETT-CARTER, JD, GENERAL COUNSEL & DIRECTOR OF DISCIPLINE
(Present Day One after 2:00 p.m. Participated by Conference Call Morning of Day One during review of Mountain State University Elkins Cohort Site Visit Report)

CYNDY R. HAYNES, MSN, RN, DIRECTOR OF EDUCATION & PRACTICE

MARGARET "MARTY" ALSTON, SECRETARY II/ACCOUNTING ASSISTANT II

NOTE: **Agenda items appear in the meeting minutes in the order in which they were addressed by the Board.**

DAY ONE
OCTOBER 22, 2009

CALL TO ORDER

The meeting was called to order by Pamela Alderman, Board President, at 9:05 a.m.

QUORUM

With the required number of members being present a quorum was established.

INTRODUCTION OF GUESTS

The Board recognized the visitors present for the meeting.

1. ACCEPTANCE OF AGENDA

1. The Board reviewed the proposed agenda. A motion was made by Cynthia Persily to approve the agenda as revised to remove item 7.B from agenda. The second was offered by Diana Boyle. Motion carried.

**2. APPROVAL OF MINUTES FOR
MARCH 12, 2009 REGULAR BOARD
MEETING AND MAY 13, 2009 SPECIAL
BOARD MEETING**

2. The meeting minutes for the June 17 & 18, 2009 Board meeting were reviewed. A motion was made by Linda Williams to accept the minutes as corrected. The second was offered by Judy Nystrom. Motion carried.

The meeting minutes for the September 9, 2009 Special Board meeting were reviewed. A motion was made by Robin Walton to accept the minutes as corrected. The second was offered by Diana Boyle. Motion carried.

3. OPEN FORUM

3. There were no issues brought forward for the Open Forum. The agenda moved forward.

4. EDUCATION

4.A. COMMITTEE REPORT

- 4.A.** The Board reviewed the items listed below on the Consent Agenda. Board Members were provided the opportunity to ask questions regarding items on the consent agenda presented. Items on the agenda are recommendations from the Education Committee:

19CSR1 Faculty Qualifications

1. Continue approval of the sixty-six part-time baccalaureate prepared faculty teaching as exceptional circumstances for this year as a part of a phasing in of the new rule. Full implementation of the rule is expected to be complete in two years. Schools from this point forward that hire under '19-11.1.a.1. in the requirements must be approved by the Board. Full implementation of the rule is expected to be complete in two years. Board Staff will develop a document that will guide Deans and Directors in presenting the "criteria for exceptions" for Board review.
2. Approval of revised Board application form for Faculty approval.

Alderson-Broaddus College

3. Accept the report, mission statement, admission requirement changes and continue current accreditation.
4. Approve Ms. Kimberly Derico, BSN , RN as simulation lab coordinator.
5. Approve Ms. Mandy Hutson, BSN, RN as a part of the sixty-six part-time faculty as exceptional circumstances for this year as a part of a phasing in of the new rule. Full implementation of the rule is expected to be complete in two years. Schools from this point forward that hire under '19-11.1.a.1. in the requirements must be approved by the Board. Full implementation of the rule is expected to be complete in two years.

Mountain State University

6. Accept the report, progress reports and continue current accreditations with exception to the Elkins LPN to BSN site.
7. Approve Melissa Baker, BSN RN as a part of the sixty-six part-time faculty as exceptional circumstances for this year as a part of a phasing in of the new rule. Full implementation of the rule is expected to be complete in two years. Schools from this point forward that hire under '19-11.1.a.1. in the requirements must be approved by the Board. Full implementation of the rule is expected to be complete in two years.
8. Accept visit report for Buckhannon LPN to BSN cohort and continue provisional accreditation.

Shepherd University

9. Accept the report and continue current accreditation.

University of Charleston

10. Accept the report, progress reports, visit report and continue current accreditation and monthly reports.

West Liberty University

11. Accept the report and continue current accreditation.

West Virginia Wesleyan College

12. Accept the report and continue current accreditation.

Wheeling Jesuit University

13. Accept the report, second degree update and continue current accreditation.
14. Approve Cynthia Whitelatch, BSN, RN as a part of the sixty-six part-time faculty as exceptional circumstances for this year as a part of a phasing in of the new rule. Full implementation of the rule is expected to be complete in two years. Schools from this point forward that hire under '19-11.1.a.1. in the requirements must be approved by the Board. Full implementation of the rule is expected to be complete in two years.

Bluefield State College

15. Accept the report and continue current accreditation. The mission statement will be presented to the Board at the March Board meeting after final revisions are completed.
16. Approve Anita Wells, BSN, RN and Melissa Baker, BSN, RN as a part of the sixty-six part-time faculty as exceptional circumstances for this year as a part of a phasing in of the new rule. Full implementation of the rule is expected to be complete in two years. Schools from this point forward that hire under '19-11.1.a.1. in the requirements must be approved by the Board. Full implementation of the rule is expected to be complete in two years.

Blue Ridge Community & Technical College

17. Accept the report, continue current accreditation and request a progress report on the curriculum revisions be submitted for the March 2010 Board meeting.

Davis & Elkins College

18. Accept the report, admission standard changes, progress report with mapping and to continue current accreditation and progress reports.

Fairmont State University

19. Accept the report, LPN to AD progress report and continue current accreditation.

University of Charleston

20. Accept the report, progress reports, visit report, admission transfer policy and continue current accreditation and monthly reports.

West Virginia Northern Community College

21. Accept the report, program outcomes, progress reports and continue current accreditation.

Kanawha Valley Community & Technical College (formerly WVSCTC)

22. Accept the report, acknowledge the CTC changes and continue current accreditation.
23. Approve the expansion plan of the LPN to RN program.
24. Approve the curriculum changes.

5. Review of Staff Activity Related to Education Parameters

Curriculum Changes

25. Ratify the report.

Faculty Approvals

26. Ratify the report.

6. Review of Examination Applications

27. Approve exam application after receipt of report on clinical remediation.

8. Review of Information Regarding New Programs

ITT Technical Institute

28. Approve the intent to plan.

Salem International University

29. Approve the intent to plan.

Eastern WV Community & Technical College

30. Approve the intent to plan with message that onsite visit need to occur before the middle of February, 2010 in order to go before the Board in March 2010.

9. Miscellaneous

COMMITTEE PURPOSE, COMPOSITION AND OUTCOMES

31. Reaffirm the Education Committee purpose, composition and outcomes.

REVIEW OF PARAMETERS

32. Approve the revised waiver parameters and reaffirm other Education parameters reviewed.

All of the recommendations 1-32 from the Consent Agenda received unanimous approval.

Robin Walton recused herself and left the room for the following discussion.

Marshall University

1. Accept the report and continue current accreditation.

St. Mary's/ Marshall University Cooperative

2. Accept the report, readmission requirement, visit report and continue current accreditation.

All of the recommendations 1-2 from the Consent Agenda received unanimous approval.

Robin Walton returned to the meeting and Pamela Alderman recused herself from the meeting and left the room during discussion of Southern West Virginia Community and Technical College. Cynthia Persily, Board Secretary took over as presiding Chair.

Southern WV Community & Technical College

1. Accept the report, visit report, drug testing policy, acknowledge the Moorefield Campus closing notice and continue current accreditation.

All of the recommendations 1 from the Consent Agenda received unanimous approval.

Pamela Alderman returned to the meeting and resumed her role as Chair. Cynthia Persily recused herself and left the room during the following discussion.

West Virginia University

1. Accept the report and continue current accreditation.

West Virginia University Institute of Technology

2. Accept the report, admission/progression requirement changes and continue current accreditation and Board meeting progress reports.

West Virginia University at Glenville State College

3. Approve the admission of eight students for fall 2010 to the Glenville Campus.

West Virginia University at Parkersburg

4. Accept the report including update on drug policy and continue current accreditation.

5. Accept the NLNAC report and request a progress report prior to each Board meeting.
6. Accept organizational change in nursing to include a Coordinator position.

All of the recommendations 1-6 from the Consent Agenda received unanimous approval.

Cynthia Persily returned to the meeting.

Review of NCLEX-RN Quarterly Report

Diana Boyle, Education Committee Chair provided the Board with information on the 2009 third quarter NCLEX-RN report. West Virginia is at 86.04% and the national pass rate is 88.91%. The 2009 program pass rates will be reviewed by the Education Committee and the Board at the March 2010 Meeting. This is for informational purposes only.

Review of Continuing Education Update from Board Staff

Ms. Boyle also reported that the Board has not received any continuing education waivers for this renewal period to date. Board Staff have audited fifty-six licensees for compliance with the continuing education requirements and currently have a 82.14% compliance. Board Staff will be increasing the number of audits for the upcoming year and report back to the Board. Board discussion ensued. Board Staff will provide additional information to licensee's regarding continuing education requirements in the RN News Magazine.

Ms. Boyle presented the items deferred by the Education Committee for full Board review:

1. Mountain State University (MSU) Elkins cohort Visit report and MSU's response.

The Board Chair asked if there were questions. Discussion ensued. Judith Halle, PhD, RN, Dean at MSU and Karen Daniels, MSN, RN, Director for Nontraditional Programs at MSU responded to Board questions.

EXECUTIVE SESSION

Pamela Alderman, Board President, announced that in accordance with Chapter 6, Section 4(2)(A), of the Code of West Virginia, Executive Sessions may be held by governmental agencies to discuss certain matters. All motions arising from the discussion during the Executive Session shall be made and voted on in an open meeting immediately following an Executive Session.

A motion was made by Cynthia Persily that the Board recess and reconvene in an Executive Session to discuss matters pertaining to the Mountain State University Elkins Cohort Site Visit and confer with General Counsel. The second was offered by Linda Williams. Motion carried. The Board reconvened in Executive Session.

RECONVENE PUBLIC SESSION

A motion was made by Diana Boyle to reconvene the regular meeting to make motions related to Mountain State University. The second was offered by Linda Williams. Motion carried. The Board reconvened in Public Session.

A motion was made by Cynthia Persily to table further discussion on Mountain State University LPN to BSN Elkins cohort until tomorrow and request Mountain State University submit by 5pm today written reports of all monitoring that has been done of all nursing cohorts since the new organizational structure for the nursing program was put into place. The Board requested you submit by 8 am tomorrow, report of any course in any nursing cohort, traditional and nontraditional nursing program at MSU where the entire clinical experience was an alternative experience. The motion was seconded by Robin Walton. Motion carried.

2. West Virginia Northern Community College Expansion Request.

The Board reviewed information regarding the program request for continued expansion with consideration of faculty numbers when enrollment is down on the Wheeling campus. Discussion ensued. Linda Shelek, MSN, RN, WHCNP, Director, responded to Board questions. A motion was made by Diana Boyle to approve the expansion request for January 2010 with an update report on the expansion and faculty due to the Board for review at the June 2010 Board meeting.

Cynthia Persily recused herself and left the room during the following discussion.

3. West Virginia University at Glenville Coordinator Request

The Board reviewed information pertaining to the request from the Dean of West Virginia University to consider approval of Alison Witte, BSN, MS, D Litt et Phil as Coordinator of the nursing program at the Glenville Campus. Discussion ensued. A motion was made by Diana Boyle to approve Ms. Witte as Coordinator. Linda Williams seconded the motion. Motion carried.

4. West Virginia University at Parkersburg Faculty Request

The Board reviewed information pertaining to the program requesting that a pharmacist on faculty at WVU-P be considered for approval. Discussion ensued. Rose Beebe, MSN, RN, Dean provided the Board with information regarding the structure of the courses and nursing oversight. There was no action regarding this item.

Cynthia Persily returned to the meeting.

The Board recessed for break at 11:10 a.m.

The Board reconvened at 11:25 a.m.

5. BOARD FINANCES

**5.A. PROPOSED FY 2011
BUDGET**

- 5.A.** The Board reviewed and discussed the proposed FY 2011 budget. A motion was made by Cynthia Persily to approve the FY 2011 budget. The second was offered by Robin Walton. Motion carried.

**5.B. FY2009 END OF YEAR
REPORT**

- 5.B.** The Board reviewed and discussed the FY2009 End of Year Report. A motion was made by Cynthia Persily to approve the FY2009 End of Year Report. The second was offered by Linda Williams. Motion carried.

**5.C. FY 2010 FIRST QUARTER
EXPENDITURES**

- 5.C.** The Board reviewed and discussed the FY 2010 First Quarter Expenditures. A motion was made by Cynthia Persily to approve the FY 2010 First Quarter Expenditures. The second was offered by Linda Williams. Motion carried.

5.D. PURCHASE CARD REPORT

- 5.D.1.** The Board reviewed the Purchase Card Report provided on purchases from May 2009 through August 2009. A motion was made by Cynthia Persily to approve the Purchase Card Report. The second was offered by Linda Williams. Motion carried.
- 5.D.2.** The Board reviewed the Purchase Card Policies and Procedures. A motion was made by Diana Boyle to approve the Purchase Card Policies and Procedures. The second was offered by Robin Walton. Motion carried.

The Board recessed for lunch at 12:00 p.m.

The Board reconvened at 12:40 p.m.

**6. REPORT ON MEETING
ATTENDED**

**6.A. COUNCIL ON
LICENSING
ENFORCEMENT AND**

**REGULATION
(CLEAR)**

- 6.A.** The Board received a written report and verbal overview from Lauranna Ware, Board Staff, who attended the meeting.

**6.B. CENTER FOR
NURSING REPORT
FROM BOARD
REPRESENTATIVES**

- 6.B.** Cynthia Persily provided the Board with an update on the activities of the Center for Nursing.

**7. DIALYSIS TECHNICIAN
REPORT**

7.A. PROGRAM REVIEW

- 7.A.** The Board was provided information pertaining the the visit to Cabell Fresenius Facility in Huntington , West Virginia and the Greenup County Facility in Kentucky.

8. RENEWAL UPDATE

- 8.** As of today, 21,452 licensees have renewed. There are about 6,584 that have not renewed. Emails were sent to those who have not renewed and for whom we have an email (approximately 5,000). Board Staff have also contacted the Associated Press and Radio Station regarding public service announcements.

9. PAPERLESS LICENSING

- 9.** The Board reviewed updated information pertaining to paperless licensing systems. Discussion ensued. Diana Boyle made a motion for Board Staff to continue to gather information to move towards paperless licensing. Linda Williams seconded the motion. The motion carried. Board Staff will follow up with additional information to present to the Board tomorrow.

10.A. VOLUNTEER LICENSE

- 10.A.** The Board was provided with information regarding the group Remote Area Medical (RAM) that goes to remote/rural areas to provide health care to those having no insurance. The Board discussed the endorsement process and volunteer license requirements. The Board's current position is that

the current licensure model does not prohibit mobility and that licensure is in the best interest of public safety. A discussion ensued. Cynthia Persily made the motion to direct Board Staff to share the volunteer license requirements and the endorsement application process with this group for those eligible to apply. The second was offered by Robin Walton. Motion carried.

11. MEETINGS TO ATTEND

- 11.A.** Federation of Associations of Regulatory Boards (FARB) annual meeting is planned for January 29-31, 2010. Robin Walton made the motion to approve six (6) Board Members/Board Staff to attend. The second was offered by Judy Nystrom. Motion carried.
- 11.B.** National Council of State Boards of Nursing (NCSBN) is having a mid year meeting in March of 2010. Cynthia Persily made the motion to approve two (2) Board Members/Board Staff to attend. The second was offered by Linda Williams. Motion carried.

12. NATIONAL COUNCIL OF STATE BOARDS OF NURSING (NCSBN)

12.A. DELEGATE ASSEMBLY

- 12.A.** The Board was provided with information regarding the NCSBN Delegate Assembly Annual meeting by attendees Robin Walton and Cyndy Haynes.

12.B. NURSYS

- 12.B.** The Board was provided an update on the NURSYS system of NCSBN. They are ready to roll out a new product. Cynthia Persily made a motion to inquire with NCSBN as to the Board being able to continue our current verification system and offer NCSBN a fee to be part of NURSYS. The second was offered by Robin Walton. Motion carried.

12.C. MUTUAL RECOGNITION UPDATE

- 12.C.** The Board was provided an update related to state Compact agreements for licensure. Discussion ensued. The Board tabled further discussion on this topic until tomorrow.

12.D. UNIFORM CORE LICENSURE REQUIREMENTS

- 12.D.** The Board reviewed information pertaining to the Core Requirements and the NCSBN's Committee

to request for Board feedback. Cynthia Persily made the motion in support of the requirement review. Diana Boyle seconded the motion. Motion carried.

13. OVERVIEW OF PRACTICE INQUIRIES

- 13.** The Board discussed the volume of practice questions received by the Board and the opportunity to appoint a Practice Committee to review practice questions and assist Board Staff in answering and responding practice questions. Discussion ensued. Board members reviewed a practice question as to whether or not Neonatal Nurse Practitioners can perform circumstances. In review of the scope of practice decision model and information provided, the Board directed Board Staff to respond to the question that the procedure is not within the scope of practice for neonatal nurse practitioners. Diana Boyle made the motion to approve the appointment of a Practice Committee. The Composition would include seven members (urban hospital, rural hospital, long term care, school nurse, advanced practice and two Board members with the Board Executive Director or their designee as Ex Officio). The Practice Committee will meet as directed based on practice issues. The second was offered by Robin Walton. Motion carried.

The Board recessed at 2:55 p.m.

DAY TWO OCTOBER 23, 2009

CALL TO ORDER

The meeting was called to order by Pamela Alderman at 9:15 a.m..

QUORUM

With the required number of members being present a quorum was established.

INTRODUCTION OF GUESTS

The Board recognized the visitors present for the meeting.

**Mountain State University (MSU) Elkins cohort
Visit report and MSU's response tabled from
October 22, 2009.**

The Board reviewed the information requested from Mountain State University. A discussion ensued. Judith Halle, PhD, RN, Dean at MSU and Karen Daniels, MSN, RN, Director for

Nontraditional Programs at MSU responded to Board questions.

EXECUTIVE SESSION

Pamela Alderman, Board President, announced that in accordance with Chapter 6, Section 4(2)(A), of the Code of West Virginia, Executive Sessions may be held by governmental agencies to discuss certain matters. All motions arising from the discussion during the Executive Session shall be made and voted on in an open meeting immediately following an Executive Session.

A motion was made by Diana Boyle that the Board recess and reconvene in an Executive Session to discuss a matters pertaining to the Mountain State University Elkins Cohort Site Visit and confer with General Counsel. The second was offered by Cynthia Persily. Motion carried. The Board reconvened in Executive Session.

RECONVENE PUBLIC SESSION

A motion was made by Cynthia Persily to reconvene the regular meeting to make motions related to Mountain State University. The second was offered by Robin Walton. Motion carried. The Board reconvened in Public Session.

Diana Boyle made the motion to accept the visitor's report and continue the provisional accreditation of the MSU LPN to BSN Elkins site. Let it be specifically noted, the provisional accreditation is based on the following facts:

1. It is the policy of this Board to continue provisional accreditation until the first graduating cohort's pass rate is known.
2. MSU Elkins cohort is provisionally accredited for failing to meet standards outlined in West Virginia 19CSR1 and the Board approved MSU course requirements relative to the clinical learning experience.
3. MSU failed to take corrective action to insure students completing the program at the Elkins cohort obtained the necessary and required clinical experience before graduation.

The Board shall launch a full investigation of all nontraditional nursing programs at MSU to determine compliance with Board Law and Legislative Rules. The second was offered by Cynthia Persily. The motion carried.

9. PAPERLESS LICENSING

9. The Board was provided with additional information as requested regarding paperless licensing systems. Cynthia Persily made the motion to move forward with the plans for paperless licensing. The second was offered by Diana Boyle. The motion carried.

16. 2010 LEGISLATIVE ISSUES

16.A. VOLUNTEER LICENSE

- 16.A.** The Board was provided with information regarding possible legislation regarding the issue of volunteer licensure as discussed previously during this meeting. A discussion ensued. No action was taken at this time.

16.B. COLLABORATIVE AGREEMENTS WITH ADVANCED PRACTICE NURSES

- 16.B.** The Board reviewed and discussed the West Virginia Board of Medicine's proposed bill related to the definition of surgery and collaborative agreements. Discussion ensued. Representatives from the West Virginia Nurses Association and Nurse Anesthesia Association stated their organizations are in opposition to this bill. The Board will be kept apprised of information regarding this bill by Board Staff.

16.C. ENVIRONMENTAL SCAN

- 16.C.** The Board reviewed information pertaining to the Legislative Interim Committee on Health. Discussion ensued. Cynthia Persily made the motion to direct Board Staff to meet with the Health Care Association about a Pilot Project to determine the extent of the project and related costs, and the West Virginia Office of Health Facility Licensure and Certification regarding the Nursing Council. The second was offered by Robin Walton. The motion carried.

16.D. LPN RULE UPDATE 10CSR1

- 16.D.** The Board reviewed information pertaining to language in 10CSR1 related to faculty qualifications and faculty to student ratio in the clinical setting. Cynthia Persily made the motion to direct Board Staff to provide comment during the public comment period regarding the Board's concern about the qualifications for LPN faculty. Linda Williams seconded the motion. The motion carried.

DISCIPLINE

ELIZABETH SICKLES

The Board reviewed of the case concerning Ms. Sickles who was present to address the Board to

petition for reinstatement of her nursing license.

EXECUTIVE SESSION

Pamela Alderman, Board President, announced that in accordance with Chapter 6, Section 4(2)(A), of the Code of West Virginia, Executive Sessions may be held by governmental agencies to discuss certain matters. All motions arising from the discussion during the Executive Session shall be made and voted on in an open meeting immediately following an Executive Session.

A motion was made by Diana Boyle that the Board recess and reconvene in an Executive Session to discuss matters of discipline. The second was offered by Robin Walton. Motion carried. The Board reconvened in Executive Session.

RECONVENE PUBLIC SESSION

A motion was made by Cynthia Persily to reconvene the regular meeting to make motions related to Executive Session regarding matters of discipline. The second was offered by Linda Williams. Motion carried. The Board reconvened in Public Session.

A motion was made by Cynthia Persily to suspend Ms. Sickles license for one (1) year to STAY the suspension and place the license on PROBATION for a period of until she is released from federal probation. The Board ORDERS Ms. Sickles to pay the appropriate fines and administrative costs. The terms of probation are as follows:

1. She shall inform the Board in writing within ten (10) days of the date she resumes the practice of registered professional nursing, or any employment in the health care field, in the State of West Virginia and shall include the name, address, and telephone number of her employer. She shall provide in writing the name of his immediate registered professional nurse supervisor. She shall inform the Board of any interruption in nursing practice or change in employment within ten (10) days of such interruption or change.
2. She shall immediately inform his nursing employer, any prospective nursing employer, and the director of any nursing education program in which he enrolls or teaches, that the Board has placed her license on probation, and shall provide a complete copy of this agreement to her employer(s). The Board may provide her employer(s) with a copy of this agreement and may communicate with her employer(s).
3. She shall, within ten (10) days of employment or continuation of practice, cause her employer or immediate registered professional nurse supervisor to notify the Board, in writing, of the employer's or supervisor's receipt of a copy of this agreement. She shall further cause her employer or supervisor to submit monthly reports to the Board describing her job performance, attendance, attitude, and other work behaviors during the first year of

- probation and if her progress is satisfactory to the Board, quarterly thereafter.
4. She shall submit documentation of fifteen (15) contact hours of continuing education on ethics awarded each year during the time her license is on probation in addition to those already required by law.
 5. She shall submit documentation of the completion of a nursing refresher course (may be online or face to face).
 6. She shall report in person for an appointment with the Board staff upon request.
 7. She shall execute a release to permit the Board to obtain medical or other health care records, which may be requested at any time while her license is on probation, regarding her physical or mental health and any treatment rendered.
 8. She shall annually submit to the Board a written personal statement regarding her progress. The statement shall be due at the end of the first year and in each subsequent year during the month in which this agreement is accepted by the Board.

17. DISCIPLINARY REVIEW REPORT

17.A. PRESENTATION OF CASES

Leslie Morris, Discipline Assistant provided the Board with the Disciplinary Review Committee (DRC) report for June 20, 2009 through October 23, 2009. A total of sixty-eight (68) cases were reviewed. Diana Boyle made the motion to ratify the report as submitted. Robin Walton seconded the motion. The motion carried. A copy of the report is filed herewith.

MISCELLANEOUS

The Board reviewed the parameter for Case management. Diana Boyle made the motion to approve the parameter. Robin Walton seconded the motion. The motion carried.

12.C. MUTUAL RECOGNITION UPDATE

- 12.C.** The Board was provided an additional information related to state Compact agreements for licensure by Laura Rhodes, Executive Director. This was an informational item.

18. STAFF EVALUATIONS

EXECUTIVE SESSION

Pamela Alderman, Board President, announced that in accordance with Chapter 6, Section 4(2)(A), of the Code of West Virginia, Executive Sessions may be held by governmental agencies to discuss certain matters. All motions arising from the discussion during the Executive Session shall be made and voted on in an open meeting immediately following an Executive Session.

A motion was made by Robin Walton that the Board recess and reconvene in an Executive Session to discuss Executive Staff Evaluations and Compensation. The second was offered by Judy Nystrom. Motion carried. The Board reconvened in Executive Session.

B. RECONVENE PUBLIC SESSION

A motion was made by Diana Boyle to reconvene the regular meeting to make motions related to Executive Session regarding evaluations and compensation for Executive Staff. The second was offered by Robin Walton. Motion carried. The Board reconvened in Public Session.

MOTIONS RELATED TO EXECUTIVE SESSION

A. STAFF EVALUATION & COMPENSATION

A motion was made by Robin Walton accept the evaluations for Board Staff as submitted and to approve a salary increase in the amount of 3% increase. The second was offered by Judy Nystrom. Motion carried.

ADJOURN

The motion to adjourn the meeting was made by Robin Walton at 1:12 pm. The second was offered by Linda Williams. Motion carried.

Minutes taken and prepared by
Margaret “Marty” Alston
Secretary II/Accounting Assistant II

Respectfully submitted by
Cynthia Persily, Ph.D., RN
Board Secretary