

**WEST VIRGINIA BOARD OF EXAMINERS FOR
REGISTERED PROFESSIONAL NURSES**

November 17, 2011

A Special Board meeting was held at the office of the Board of Examiners for Registered Professional Nurses at 101 Dee Drive, Suite 102, Charleston, WV 25311-1620, on November 17, 2011.

BOARD MEMBERS PRESENT:

ROBIN WALTON, MSN, RN, Ed.D., FNP-BC, PRESIDENT

JUDY NYSTROM, SECRETARY

JOYCE EGNOR, MSN, RN

MARY FRIEL FANNING, MSN, RN

TERESA RITCHIE, MSN, RN, FNP, DNP

L. ANN BOSTIC, RN, CRNA

**(Recused and was not present during dicussion and decisions
related to Mountain State University)**

DR. MARY (LIBBY) FARMER, PUBLIC MEMBER

(Present by conference call and absent for a portion of the meeting)

BOARD STAFF PRESENT:

LAURA S. RHODES, MSN, RN, EXECUTIVE DIRECTOR

ALICE R. FAUCETT-CARTER, JD, GENERAL COUNSEL & DIRECTOR OF DISCIPLINE

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

NOVEMBER 17, 2011

CALL TO ORDER

The meeting was called to order by Robin Walton, Board President at 10:10 a.m..

QUORUM

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

1. ACCEPTANCE OF AGENDA

1. A motion was made by Joyce Egnor to accept the proposed agenda as written. The second was offered by Judy Nystrom. The motion carried.

2. APPROVAL OF MEETING MINUTES OCTOBER 20 - 21, 2011 REGULAR BOARD MEETING

2. The October 20-21, 2011 Board Meeting minutes were reviewed. Teresa Ritchie made a motion to approve the meeting minutes as written. The second was offered by Joyce Egnor. The motion carried.

3. OPEN FORUM

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

EXECUTIVE SESSION

Robin Walton, 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 consider 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 Mary Fanning that the Board recess and reconvene in an Executive Session to discuss the hearing transcript for Donna Fisher and Mountain State University. The second was offered by Teresa Ritchie. The motion carried. The Board, having received the transcript at least ten (10) days in advance of the meeting discussed the transcript and Hearing Officer Findings of Fact, Conclusions of Law and Recommendation regarding the matter of Donna Fisher.

PUBLIC SESSION

A motion was made by Judy Nystrom to reconvene the regular meeting to make motions related to discussion during the Executive Session. The motion was seconded by Dr. Libby Farmer. The motion carried.

**4. MOTIONS RELATED TO
EXECUTIVE SESSION
REGARDING REVIEW OF
HEARING TRANSCRIPT**

4. Mary Fanning made a motion to accept Hearing Examiner's Findings of Fact and the Conclusions of Law in the case of Donna Fisher with modifications to the wording of the Hearing Examiner's recommendations, specifically agreeing the action was not grounded in a statute but recognizing that the interpretation of such was not clearly articulated in the rules. The second was offered by Teresa Ritchie. The motion carried.

5. EDUCATION

5.A. MOUNTAIN STATE UNIVERSITY

- 5.A. There were no motions from Executive Session regarding Mountain State University.

LUNCH

12:00N -1:30PM

Ann Bostic joined the meeting at this time.

**5.B. REVIEW OF PROCESS FOR
ACCREDITATION APPROVAL
NOTIFICATION FOR SCHOOLS
OF NURSING**

- 5.B. The Board reviewed a request from Board staff to change the approval letter schedule from October to after the March meeting each year. The Executive Director explained that if approved, this year's letter will provide approval through March 2012 and then after the March 2012 Board meeting the approval will be annually each March. Teresa Ritchie made a motion to approve the request. The second was offered by Dr. Libby Farmer. The motion carried.

**5.C. ALDERSON- BROADDUS
REQUEST FOR INCREASE IN
ENROLLMENT FOR LPN-BSN
PROGRAM**

- 5.C. The Board reviewed a request from Alderson-Broaddus for an increase in enrollment for their LPN-

BSN program. The Executive Director explained that this request was embedded in the LPN progression report provided to the Board in October, 2011. She reminded the Board that they had approved a one-time increase in enrollment for the LPN-BSN program as a result of Alderson-Broadbent admitting more students than they were approved to admit. This request is for an increase in enrollment from 20 to 24 students each year. A motion was made by Joyce Egnor to approve the request. The second was offered by Ann Bostic. The motion carried.

5.D. BRECKINRIDGE SCHOOL OF NURSING BUDGET POLICIES

- 5.D.** The Executive Director informed the Board that in the October meeting, when reviewing the Annual Report for Breckinridge School of Nursing, it was unclear what role the nursing administrator had related to administering the budget. The related policies have been provided for the Board's review. A discussion ensued. The Executive Director also provided the Board with information of the current Director, Kim Damron's plans to resign as the nurse administrator effective December 1, 2011. Mary Fanning made a motion to approve the budget policies and to continue provisional approval of the program. The second was offered by Teresa Ritchie. The motion carried.

5.E. REVIEW AND APPROVAL OF NEW NURSING EDUCATION LEADERS AND FACULTY

- 5.E.** Dr. Deborah Mullins, new Interim Dean for the University of Charleston AND program was introduced to the Board. A motion was made by Ann Bostic to approve Dr. Mullins as the Interim Dean. The second was offered by Joyce Egnor. The motion carried.

The Board reviewed information for approval of Ms. Melissa Hinterer, as Interim Dean for Salem International University. She was not present for the review. Questions arose regarding her degrees held. Joyce Egnor made a motion to table the approval until further review of her transcript. The second was offered by Mary Farmer. The motion carried.

Dr. Libby Farmer left the meeting at this time.

6. ADVANCED PRACTICE

6.A. APRN CONSENSUS MODEL

- 6.A.** The Board reviewed information regarding the APRN Consensus Model. A discussion ensued.

Several stakeholders were present during the discussion. The Board directed staff to organize a schedule of dates for the Advanced Practice Task Force to meet to discuss this issue.

6.B. SERIES 7 REQUIREMENTS

- 6.B.** The Board reviewed a request from West Virginia Certified Registered Nurse Anesthetist's (CRNA) to change the requirements for the Announcement of Advanced Practice. A discussion ensued. The Board directed that this issue be discussed by the Advanced Practice Task Force when they meet to discuss the APRN Consensus Model.

7. FEE STRUCTURE AND MODIFICATIONS

- 7.** The Board reviewed a proposed fee increase structure and modification which would support the Board's ongoing operations as well as initiatives related to the changes in the program for nurses with substance use disorders. A discussion ensued. Mary Fanning made a motion to approve the fee increase structure as follows:

Announcement of Advanced Practice	\$35.00 to \$100.00
Duplicate License & Name Change	\$10.00 to \$25.00
Endorsement in Fee	\$70.00 to \$100.00
Examination Fees	\$51.50 to \$70.00
License Renewal	\$35.00 to \$65.00* (\$55.00 WVRNB) (\$10.00 CFN)
Inactive Reinstatement	License Renewal Fee*
Lapsed Reinstatement	License Renewal Fee + \$50.00*
Name Change Fee	\$5.00 to \$0.00 (Combine with Duplicate License)
Prescriptive Authority	\$125.00 to \$200.00
Prescriptive Auth. Reinstatement	\$125.00 to \$200.00
Prescriptive Auth. Renewal	\$125.00 to \$175.00
Service Fee Returned Check	\$20.00 to \$50.00
Temporary Permit for Endorsement	\$10.00 to \$25.00

Ms. Fanning's motion also included the renewal fee \$65.00 for the years 2013 and 2014, then in 2015 to adopt a two (2) year renewal cycle which would make the renewal fee \$130.00 every two (2) years. Also, for Board staff to research the cost for the agency to provide and process paper renewals to licensees and to assess an additional fee accordingly for the processing of paper renewals. The second was offered by Ann Bostic. The motion carried.

8. ARCHIVES POLICY FOR REVIEW AND APPROVAL

- 8.** The Board reviewed an updated copy of the agency's Records Retention and Disposal Schedule. The Executive Director explained that the Board's current policy is from 1985 and needed updated

at this time. A motion was made by Joyce Egnor to approve the policy as presented. The second was offered by Judy Nystrom. The motion carried.

9. MISCELLANEOUS

9. The Board was provided with the West Virginia Nurses Association's (WVNA) legislative agenda of items that they will try to move forward with the 2012 legislation as set forth in their Healthcare Planning and Legislation Committee. The Executive Director explained that they are seeking the Board's support of their initiatives. A motion was made by Ann Bostic that the Board support their initiatives as presented. The second was offered by Joyce Egnor. The motion carried.

ADJOURN

A motion was made to adjourn the meeting by Mary Fanning. The second was offered by Joyce Egnor. Motion carried. Meeting adjourned at 3:00 p.m.



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



Respectfully submitted by
Judy Nystrom
Board Secretary