

**WEST VIRGINIA BOARD OF EXAMINERS FOR
REGISTERED PROFESSIONAL NURSES
June 9-10, 2016**

A Board meeting was held at the office of the West Virginia Board of Examiners for Registered Professional Nurses at 101 Dee Drive, Charleston, WV 25311-1620 on June 9-10, 2016.

BOARD MEMBERS PRESENT:

TARA F. HULSEY, PhD, RN, CNE, FAAN, PRESIDENT

TERESA RITCHIE, DNP, APRN FNP-BC, SECRETARY

NANCY V. ATKINS, MSN, APRN WHNP-BC

L. ANN BOSTIC, DNP, APRN CRNA

DORIS F. BURKEY, DNP, MSN, APRN FNP-BC

JUDY NYSTROM, PUBLIC MEMBER

THERESA L. DENNISON, PUBLIC MEMBER

BOARD STAFF PRESENT:

LAURA S. RHODES, MSN, RN, EXECUTIVE DIRECTOR

ALICE R. FAUCETT, JD, GENERAL COUNSEL AND DIRECTOR OF DISCIPLINE

ROBIN A. LEWIS, Ed.D., MSN, APRN FNP-BC, ASSOCIATE DIRECTOR

June 9 - 10, 2016

CALL TO ORDER

The meeting was called to order by Dr. Tara Hulsey, Board President at 9:05 A.M.

QUORUM

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

1. ACCEPTANCE OF AGENDA

A. AGENDA

- 1.A.** Nancy Atkins made a motion to accept the agenda as revised. Doris Burkey offered the second. The motion carried.

2. REVIEW AND CONSIDERATION OF MAY 19, 2016 MEETING MINUTES

- 2.** Nancy Atkins made a motion to accept the agenda as corrected.. The second was offered by Teresa Ritchie. The motion carried.

3. REVIEW AND CONSIDERATION OF MISSION/GOALS; CONFLICT OF INTEREST STATEMENT AND CODE OF CONDUCT

A. MISSION /GOALS

- 3.A.** The Board reviewed the Mission and Goals. Nancy Atkins made a motion to reaffirm the mission. Theresa dennison offered the second. The motion carried. Teresa Ritchie made a motion to reaffirm the Goals and Objectives. Nancy Atkins offered the second. The motion carried. Discussion ensued. All Performance Measures were retained with the exception of "Seek legislative authority to obtain criminal background checks on all new applicants" as a bill related to this passed during the 2016 Legislative Session. Nancy Atkins made a motion to approve the Performance Measures as revised. Doris Burkey offered the second. The motion carried.

B. REVIEW AND CONSIDERATION OF CONFLICT OF INTEREST STATEMENT

- 3.B.** Discussion ensued regarding the document. No changes were made. Doris Burkey made a motion to reaffirm the Statement. Nancy Atkins offered the second. The motion carried. All members signed the document.

C. REVIEW AND CONSIDERATION OF CODE OF CONDUCT

- 3.C.** Discussion ensued regarding the document. No changes were made. Doris Burkey made a motion to reaffirm the Statement. Nancy Atkins offered the second. All members signed the document.

**4. REVIEW AND CONSIDERATION OF
EDUCATION COMMITTEE
RECOMMENDATIONS TO THE BOARD**

4. The recommendations were presented by the Education Committee Chairperson Dr. Ann Bostic, DNP, CRNA. Discussion ensued. The recommendation is from Committee and doesn't need a second. The recommendations were approved by the full Board.

A. Bluefield State College

To accept program report on licensure pass rate and curriculum implementation and require a report on curriculum implementation 30 days prior to each Education Committee meeting, and to change the approval status for the Bluefield Campus AND program from provisional to full approval.

B. Blue Ridge Community & Technical College

To accept the program report on curriculum implementation and to require a program report on curriculum implementation 30 days prior to each Education Committee meeting.

C. BridgeValley Community & Technical College

To accept the program report on curriculum implementation and no longer require program reports.

D. Davis & Elkins College

To accept the program report on licensure pass rate and to no longer require further program reports.

E. Eastern West Virginia Community & Technical College

To accept the program report on curriculum implementation and to no longer require program reports.

F. Fairmont State University

To accept the program report on curriculum implementation and to no longer require program reports.

G. Salem International University

Board Meeting Minutes
June 9-10, 2016

To accept the program report curriculum implementation, national nursing accreditation progress and director leadership and to require a program report on curriculum implementation, director leadership development, and national nursing accreditation program 30 days prior to each Education Committee meeting.

H. Southern West Virginia Community & Technical College

To accept the program report on curriculum implementation and chair leadership development and once a report is received about the program Chair attending the Accreditation Commission for Education in Nursing (ACEN) workshop for the Nurse Administrator and Self-study forum April 20 – 22, 2016 the program reports may be discontinued.

I. University of Charleston Beckley

To accept the University of Charleston, Beckley Campus, Associate Degree in Nursing program report for faculty, curriculum implementation and national nursing accreditation progress and to approve the new faculty handbook and to require a program report on faculty development and vacancies, curriculum implementation and national nursing accreditation progress 30 days prior to each Education Committee Meeting.

To approve the curriculum change request and require a program report on curriculum implementation 30 days prior to each Education Committee meeting.

J. West Virginia Junior College

To accept the program report on national nursing accreditation progress and skill/simulation lab obstetric and pediatric resources and to require a program report regarding national nursing accreditation progress and skills lab/simulation 30 days prior to each Education Committee meeting. It was noted that the initial site visit by ACEN is scheduled for September 21-23, 2016.

K. West Virginia Northern Community College

Review and consideration of this program was deferred to the full Board.

L. West Virginia University at Parkersburg

To accept the program report on curriculum implementation and technology plan and to no longer require program reports.

M. Alderson Broaddus University

To accept the program report on chair leadership development, licensure pass rate, NCLEX-RN action plan, curriculum implementation, curriculum mapping, test review, faculty salaries, faculty workload, faculty development, skill/simulation lab upgrades and purchases, systematic evaluation plan, and national nursing correspondence, and to require a program report on licensure pass rate and skills lab/simulation upgrades and purchases 30 days prior to the Education Committee meeting, and to place the LPN-RN program on Provisional status noting the pass rate has been 78.5% and 77.78% for the past two calendar years.

N. Marshall University

To accept the program report on the hiring of a new university president and skill/simulation lab purchases and upgrades and to require a program report on skills/simulation lab upgrades and purchases 30 days prior to each Education Committee meeting.

To approve the curriculum change request and require a program report on the curriculum implementation 30 days prior to each Education Committee once it is implemented for the Freshman Class of 2017.

O. Shepherd University

Doris Burkey recused herself and left the room during the discussion and decision making related to Shepherd University.

To approve the program report national nursing accreditation correspondence and to require a program report on national nursing accreditation correspondence 30 days prior to each Education Committee meeting.

Doris Burkey returned to the room and rejoined the meeting.

P. University of Charleston

To approve the program report on curriculum, national nursing accreditation correspondence and site visit report, faculty vacancies and faculty manual and to no longer require program reports regarding these items.

To require a program report on curriculum implementation 30 days prior to each Education Committee meeting.

Q. West Liberty University

To approve the program report for licensure pass rate, skill/simulation lab upgrades, computer

Board Meeting Minutes
June 9-10, 2016

lab and faculty computer upgrades and to require reports regarding simulation training and to grant the program full approval.

To approve the curriculum change request and require a program report on curriculum implementation 30 days prior to each Education Committee meeting.

R. West Virginia University

Nancy Atkins recused herself from the discussion and vote related to this agenda item and left the room.

To approve the program report for curriculum, NCLEX-RN review, test review, skill/simulation lab and faculty and to require a program report on curriculum implementation 30 days prior to each Education Committee meeting and to defer to the full Board the program status approval and review of the licensure pass rate.

Deferred to the full Board the program status approval and review of the licensure pass rate for the Montgomery Campus.

To the full Board to approve the curriculum change request.

Nancy Atkins returned to the room and rejoined the meeting.

S. West Virginia Wesleyan College

To approve the program report on curriculum, NCLEX-RN action plan, licensure passage rate, faculty staffing, national nursing accreditation correspondence and site visit, and to not require further program reports, and to change the approval of the program from provisional to full approval status

To approve Dr. Leight as the Interim Chair of the BSN program.

T. Wheeling Jesuit University

To approve the program report on student file security, nurse administrator leadership development, curriculum, and test review and to require a BSN program report on licensure passage rate 30 days prior to each Education Committee meeting and to defer to the full Board the program status approval and review of the licensure pass rate.

Deferred review of this program to the full Board.

**5. REVIEW AND CONSIDERATION OF
PROGRAM REPORTS AND
REQUESTS**

**A. BRECKINRIDGE SCHOOL OF
NURSING**

**1. REVIEW AND
CONSIDERATION OF
CURRICULUM
CONTENT REVIEW,
TEST REVIEW,
LICENSURE PASS
RATE, REMEDIATION
PROGRESS**

- 5.A.1.** Discussion ensued. 12 students have not passed HESI. 10 are actively working in remediation. The program administration has been unable to contact 2 students. Kaplan Review has been offered free and greater than 75% attended. There has been weekly contact with the students in remediation. There is an 850 passing standards for HESI. Ann Bostic made a motion to approve the report. Nancy Atkins offered the second. The motion carried.

**2. REVIEW AND
CONSIDERATION OF
PROGRAM PROGRESS
REPORT AND
CONTACT
INFORMATION FOR
CURRENT**

- 5.A.2.** Discussion ensued regarding the report submitted. The Director responded to questions. She said one of the difficulties is getting students to be willing to participate in remediation. Teresa Ritchie made a motion to approve the report. Ann Bostic offered the second. The motion carried.

**3. REVIEW AND
CONSIDERATION OF
PROGRAM REQUEST
TO RESUME
ADMISSIONS**

- 5.A.3.** Discussion ensued. The Program Director responded to Board questions. The program is requesting to have approval to admit 24 students two times a year. Discussion ensued. Teresa Ritchie made a motion to approve admission of 2

cohorts with 12 students provided that the program has fully qualified faculty in place prior to admissions. Doris Burkey offered the second. The motion carried.

**B. FAIRMONT STATE
UNIVERSITY**

**1. PROGRAM REQUEST
TO START A NEW
COHORT**

- 5.B.1.** Discussion ensued. Nancy Atkins made a motion to approve a new cohort for Fairmont State University after a successful on-site visit by Board staff. Doris Burkey offered the second. The motion carried.

**C. SALEM INTERNATIONAL
UNIVERSITY**

**1. FACULTY
REQUIREMENTS FOR
PSYCH/MENTAL
HEALTH**

- 5.C.1.** Discussion ensued. No action taken.

2. SITE VISIT REPORT

- 5.C.2.** Discussion ensued. Ann Bostic made a motion to approve the site visit report. Doris Burkey offered the second. The motion carried.

**D. UNIVERSITY OF
CHARLESTON**

**1. BECKLEY CAMPUS
ASSOCIATE DEGREE
NURSING PROGRAM
REPORT FOR
FACULTY, FACULTY
DEVELOPMENT,
FACULTY WORKLOAD,
CURRICULUM
IMPLEMENTATION**

- 5.D.1.** Discussion ensued. Teresa Ritchie made a motion to defer this item for a corrected report to be provided 30 days before the next Education Committee meeting. Ann Bostic offered the second. The motion carried.

**2. BECKLEY CAMPUS
ASSOCIATE DEGREE
NURSING PROGRAM
REQUEST TO
INCREASE
ADMISSIONS**

- 5.D.2.** Discussion ensued. The program's first graduating class NCLEX-RN results have not been received. As a new program, the program has provisional approval until the first graduating class NCLEX-RN results are available for review during the March 2017 Board meeting. Teresa Ritchie made a motion to deny the request to increase admissions. Doris Burkey offered the second. The motion carried.

**3. ACCREDITATION
COMMISSION FOR
EDUCATION IN
NURSING
CORRESPONDENCE
RELATED TO
IMPLEMENTATION OF
THE ASSOCIATE
DEGREE NURSING
PROGRAM**

- 5.D.3.** Discussion ensued. No action taken.

**E. WHEELING JESUIT
UNIVERSITY**

**1. COMMISSION ON
COLLEGIATE NURSING
EDUCATION
EVALUATION TEAM
ACCREDITATION
REPORT**

- 5.E.1.** Discussion ensued. Doris Burkey made a motion to accept the report. Ann Bostic offered the second. The motion carried.

6. REVIEW AND CONSIDERATION OF FINANCES

A. BUDGET EXPENDITURES AND REVENUE

- 6.A.** Expenditure and Revenue reports were provided to the Board along with the current FY balance for each Fund. Discussion ensued regarding the Board's cash balance in each fund. Discussion ensued regarding using some of the WV Restore funding for additional education about substance misuse and early intervention not included in the WV Restore contract with the Pharmacy Health Program. Nancy Atkins made a motion to approve the Budget Expenditures and Revenue Report. Ann Bostic offered the second. The motion carried.

B. REVIEW AND CONSIDERATION OF P-CARD REPORTS FOR FEBRUARY, MARCH AND APRIL 2016.

- 6.B.** P-Card reports were reviewed by members. Discussion ensued. Nancy Atkins made a motion to approve the P-Card Reports for February, March and April. Ann Bostic offered the second. The motion carried.

7. REVIEW AND CONSIDERATION OF REQUEST FROM THE LEGISLATURE FOR THE BOARD TO RECONSIDER ITS POSITION AND RE-EVALUATE THE NEED FOR ANY EXCESS REVENUES IN THE BOARD FUND THAT ARE ABOVE ITS ANNUAL BUDGET TO DETERMINE THE AMOUNT OF FUNDS THAT CAN BE MADE AVAILABLE TO THE GENERAL REVENUE FUND

- 7.** The Board reviewed and considered the letter from the Honorable Chairman Gary Howell, Chairman of the House Government Organization Committee which referenced a meeting of the House Finance Committee and the Board's Executive Director's presentation at that meeting. The Finance Committee wants the Board to agree to give \$500,00.00 to the General Revenue. This is an amount almost equal to what the Board would have collected as a result of the fee increase in 2012. Discussion ensued. Made a motion to offer to give \$125,000.00 to the General Revenue to assist the State with the current budget crisis. The Executive Director was directed to notify Chairman Howell of its decision.

8. REVIEW AND CONSIDERATION OF RULES

A. WV19CSR8 LIMITED PRESCRIPTIVE AUTHORITY LEGISLATIVE AND EMERGENCY RULES FOR PURPOSES OF DEVELOPING THE AGENCY APPROVED RULE FOR FILING

- 8.A** Discussion ensued. All comments were reviewed and considered. Modifications were made. The Board directed staff to update the documents with the recommended changes for review during the meeting tomorrow, June 10, 2016.

B. WV19CSR3 REQUIREMENTS FOR REGISTRATION AND LICENSURE AND CONDUCT CONSTITUTING PROFESSIONAL MISCONDUCT FOR PURPOSES OF DEVELOPING THE AGENCY APPROVED RULE FOR FILING

- 8.B.** Discussion ensued. All comments were reviewed and considered. Modifications were made. The Board directed staff to update the documents with the recommended changes for review during the meeting tomorrow, June 10, 2016.

The Board recessed until 9:00 A.M. June 10, 2016

The Board reconvened at 9:00 A.M. June 10, 2017

Revisited 8. REVIEW AND CONSIDERATION OF RULES

A. WV19CSR8 LIMITED PRESCRIPTIVE AUTHORITY LEGISLATIVE AND EMERGENCY RULES FOR PURPOSES OF DEVELOPING THE AGENCY APPROVED RULE FOR FILING

- 8.A** The Board reviewed the revised documents. Doris Burkey made a motion to approve the rule as revised. Theresa Dennison offered the second. The motion carried. The Executive Director was directed to respond to those making

comments and provide the Board's response to them.

**B. WV19CSR3 REQUIREMENTS
FOR REGISTRATION AND
LICENSURE AND CONDUCT
CONSTITUTING
PROFESSIONAL
MISCONDUCT**

- 8.B.** The Board reviewed the revised documents. Doris Burkey made a motion to approve the rule as revised. Theresa Dennison offered the second. The motion carried. The Executive Director was directed to respond to those making comments and provide the Board's response to them.

**C. WV19CSR5 OPEN MEETINGS
AND BYLAWS PROCEDURAL
RULE**

- 8.C.** The Board reviewed the rule. There were no comments submitted. Teresa Ritchie made a motion to approve WV19CSR5 Open Meetings and Bylaws Procedural Rule as revised. Judy Nystrom offered the second. The motion carried. The rule will be final filed with the Secretary of State prior to the deadline.

**D. WV19CSR6 CONTESTED CASE
HEARINGS PROCEDURAL
RULE**

- 8.D.** The Board reviewed the rule and comments submitted by the Attorney General's Office and the West Virginia Nurses Association. The rule was changed to include language regarding hearings held in relation to a Summary Suspension. The Board determined to not make the change recommended by the West Virginia Nurses Association as the law already provides for the request for a hearing when action is taken against prescriptive authority. Judy Nystrom offered the second. The motion carried. The rule will be final filed with the Secretary of State prior to the deadline.

**E. SETTING A MEETING DATE
FOR REVIEW AND
CONSIDERATION OF PUBLIC
COMMENTS**

- 8.E.** The Board set a meeting for Monday July 25, 2016 to begin at 10:00 AM.

**9. REVIEW AND CONSIDERATION OF
INFORMATION RELATED TO
NCSBN**

**A. DELEGATE ASSEMBLY
1. SLATE OF
CANDIDATES**

- 9.A.1.** Discussion ensued. The Board directed the Delegates to vote for the most qualified individual once they heard the presentations at Delegate Assembly. Julia George, Treasurer for the National Council of State Boards of Nursing was present during the meeting.

**2. BOARD OF DIRECTORS
RECOMMENDATIONS
TO THE DELEGATE
ASSEMBLY**

- 9.A.3.** The Board reviewed the recommendations to the Delegate Assembly. Discussion ensued. There were no concerns about the recommendations. No action taken.

**4. SELECTION OF
REPRESENTATIVES TO
DELEGATE ASSEMBLY,
CHICAGO, IL, AUGUST
17-19, 2016**

- 9.A.4.** Teresa Ritchie made a motion for Board President, Tara Hulsey and Sue Painter, who will be the Executive Director at the time of the meeting, to represent the Board as Delegates to the Delegate Assembly; Board Secretary Teresa Ritchie and the Board's Associate Director Robin Lewis will serve as alternate Delegates. The Board approved 3 staff members to attend as well. Theresa Dennison offered the second. The motion carried.

**10. REVIEW AND CONSIDERATION
AND SELECTION OF
REPRESENTATIVES FOR 2016
NCSBN NCLEX CONFERENCE,
SEPTEMBER 12, 2016,
PHILADELPHIA, PA**

- 10.** Discussion ensued. Ann Bostic made a motion to approve the Executive Director and the support staff Secretary I to attend this meeting. Doris Burkey offered the

second. The motion carried.

**11. REVIEW AND CONSIDERATION OF
THE JOINT ADVISORY COUNCIL
A. FUNCTIONS AND REPORTING
STRUCTURE**

- 11.A.** Discussion ensued. Ann Bostic made a motion that the Joint Advisory Council will meet twice the first year and Board staff will assist with meeting arrangements and meeting minutes and general meeting support. Judy Nystrom offered the second. The motion carried.

**B. APPOINTMENT OF BOARD
MEMBER LIAISON TO THE
COUNCIL**

- 11.B.** Discussion ensued. The Board President appointed the Board Secretary, Teresa Ritchie as the Board's liaison to the Joint Advisory Council.

**C. EXECUTIVE SESSION FOR
INTERVIEW WITH ANNA
KENT, APRN-CNM AT 12:30
PM THURSDAY JUNE 9, 2016.**

12:30 PM Teresa Ritchie made a motion for the Board to enter Executive Session for the purpose of interviewing Anna Kent for consideration for appointment to the Joint Advisory Council. Ann Bostic offered the second. The motion carried.

Tara Hulsey, 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.

- 11.C.** The interview was conducted.

12:45 PM Doris Burkey made a motion to adjourn the Executive Session and resume the Public Session for consideration of motions related to the discussion during the Executive Session. Ann Bostic offered the second.

Doris Burkey made a motion to recommend Anna Kent APRN CNM for the Certified Nurse-Midwife position on the Joint Advisory Council. Ann Bostic offered the second. The motion carried.

12. WV RESTORE

**A. REVIEW AND CONSIDERATION
OF QUARTERLY REPORTS**

- 12.A.** Discussion ensued. Ann Bostic made a motion to approve the Quarterly Reports. Doris Burkey offered the second. The motion carried.

**B. REVIEW AND
CONSIDERATION OF FALL
CONFERENCE UPDATE**

- 12.B.** Mike Brown provided an update regarding the Fall conference. The Venue is the Embassy Suites, Charleston, WV October 22 and 23, 2016. It is in conjunction with the Appalachian Conference on October 21, 2016. There will be a Fit to Perform presentation.

**C. REVIEW AND
CONSIDERATION OF POLICY
CHANGE AS IT RELATES TO
SUBOXONE**

- 12.C.** Mike Brown provided an overview of the recommended policy change related to participants of WV Restore taking Suboxone. Discussion ensued. Doris Burkey made a motion to adopt the proposed policy which excludes participant use of Suboxone except in special circumstances. Ann Bostic offered the second. The motion carried.

**13. REVIEW AND CONSIDERATION OF
DISCIPLINARY REVIEW
COMMITTEE REPORT**

- 13.** The Disciplinary Review Committee Report was presented to the Board. Approval is recommended by the Committee and doesn't require a second. The report was approved by the Board.

**14. REVIEW AND CONSIDERATION OF
THE SAFETY COMMITTEE REPORT**

- 14.** Marty Alston, Executive Assistant and Chairperson of the Safety Committee provided a verbal report and update of the Committee's work. Ann Bostic made a motion to accept the report. Teresa Ritchie offered the second. The motion carried.

**15. ELECTION OF OFFICERS
A. PRESIDENT**

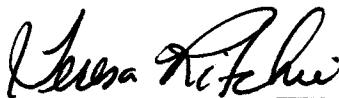
- 15.A.** The Board President opened the floor for nominations for President. Judy Nystrom nominated Dr. Tara Hulsey for President. Nancy Atkins offered the second. With no other nominations the nominations were closed. Dr. Hulsey was elected by acclamation.

B. SECRETARY

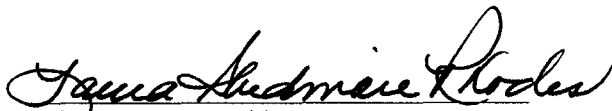
- 15.B.** The Board President opened the floor for nominations for Secretary. Ann Bostic nominated Teresa Ritchie for Secretary. Doris Burkey offered the second. With no other nominations the nominations were closed. Teresa Ritchie was elected by acclamation.

16. ADJOURN

- 16.** Nancy Atkins made a motion to adjourn. Judy Nystrom offered the second. The motion carried. The meeting adjourned at 11:30 A.M.



Respectfully submitted by
Teresa Ritchie, DNP, APRN FNP
Board Secretary



Minutes prepared by
Laura Skidmore Rhodes
Executive Director