

**WEST VIRGINIA BOARD OF EXAMINERS FOR
REGISTERED PROFESSIONAL NURSES
June 29, 2018**

A Special Board meeting was held at the office of the Board of Examiners for Registered Professional Nurses at 90 MacCorkle Avenue, SE Suite 203, Charleston, WV 25311-1620, on June 29, 2018.

BOARD MEMBERS PRESENT:

TARA F. HULSEY, PhD, RN, CNE, FAAN, PRESIDENT
TERESA RITCHIE, DNP, APRN FNP-BC, SECRETARY
L. ANN BOSTIC, DNP, APRN CRNA
NANCY V. ATKINS, MSN, APRN WHNP-BC
DORIS F. BURKEY, DNP, MSN, APRN FNP-BC
THERESA L. DENNISON, PUBLIC MEMBER
JOHN MARTIN, PUBLIC MEMBER

BOARD MEMBERS NOT PRESENT:

NONE

BOARD STAFF PRESENT:

SUE PAINTER, DNP, RN, EXECUTIVE DIRECTOR
ALICE FAUCETT, J.D., GENERAL COUNSEL AND DIRECTOR OF DISCIPLINE
ROBIN A. LEWIS, Ed.D., MSN, RN, FNP-BC, ASSOCIATE DIRECTOR
MARGARET "MARTY" ALSTON, EXECUTIVE ASSISTANT DIRECTOR OF OPERATIONS

JUNE 29, 2018

CALL TO ORDER

The special meeting was called to order by Dr. Tara Hulsey, Board President at 9:00 a.m.

QUORUM

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

MISSION REVIEW

Dr. Tara Hulsey, Board President read the Board's Mission.

**1. REVIEW AND CONSIDERATION OF
AGENDA
A. MOTION REGARDING ACCEPT/RE-
ORDER AGENDA**

1.A. The Board reviewed the proposed agenda. A motion was made by Ann Bostic to accept the proposed agenda as written. The second was offered by Doris Burkey. The motion carried.

**2. REVIEW AND CONSIDERATION OF
MINUTES
A. APRIL 20, 2018**

2.A. The Board reviewed and considered the minutes presented for the April 20, 2018 Board meeting which replaced the meeting that was scheduled for March 22-23, 2018 but was postponed due to inclement weather. A motion was made by Ann Bostic to accept the minutes with the proposed revisions. The second was offered by Theresa Dennison. The motion carried.

3. OPEN FORUM

3. There was no one present that expressed the desire to speak during the Open Forum.

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

4.A. MISSION /GOALS

4.A. The Board considered the Mission and Goals provided to be reviewed, revised or reaffirmed. A motion was made by Teresa Ritchie to approve the Mission and Goals with the proposed revisions. The second was offered by Ann Bostic. The motion carried.

4.B. CONFLICT OF INTEREST

4.B. The Board considered the Conflict of Interest provided to be reviewed, revised or reaffirmed. A motion was made by Teresa Ritchie to approve the Mission and Goals with the proposed revisions. The second was offered by Ann Bostic. The motion carried.

4.C. CODE OF CONDUCT

4.C. The Board considered the Code of Conduct provided to be reviewed, revised or reaffirmed. A motion was made by Teresa Ritchie to approve the Mission and Goals with the proposed revisions. The second was offered by Ann Bostic. The motion carried.

5. REVIEW AND CONSIDERATION OF EXECUTIVE DIRECTOR REPORT

5.A. UPDATE ON NCSBN DATABASE-- OPTIMAL REGULATORY BOARD SYSTEM (ORBS)

5.A. The Executive Director provided the Board with an update on the project regarding the NCSBN Database – Optimal Regulatory Board System (ORBS). This was an informational update and did not require action from the Board.

5.B. WV RN DASHBOARD

5.B. The Executive Director provided a review of the dashboard provided to the Board. The report will be filed herewith.

6. REVIEW AND CONSIDERATION OF DIALYSIS TECHNICIAN TRAINING PROGRAM APPROVAL REQUESTS.

6.A. DAVITA KEYSER DIALYSIS TECHNICIAN TRAINING PROGRAM SITE VISIT

6.A. The Associate Director provided a review of the site visit conducted at the Davita Keyser Technician Training Program. Doris Burkey made a motion to approve the program. The second was offered by Teresa Ritchie. The motion carried.

6.B. DAVITA MOOREFIELD DIALYSIS TECHNICIAN TRAINING PROGRAM SITE VISIT

6.B. The Associate Director provided a review of the site visit conducted at the Davita Moorefield Technician Training Program. Doris Burkey made a motion to approve the program. The second was offered by Ann Bostic. The motion carried.

7. BUDGET INFORMATION

7.A. REVIEW AND CONSIDERATION OF PURCHASE CARD EXPENDITURE REPORTS FOR FEBRUARY 2018, MARCH 2018, APRIL 2018, AND MAY 2018

7.A. The Board reviewed the Purchase Card report for February 2018 thru May 2018. The Executive Assistant Director of Operations was available to address any questions regarding the report. Nancy Atkins made a motion to approve the report. The second was offered by Ann Bostic. The motion carried.

7.B. REVIEW AND CONSIDERATION OF EXPENDITURES TO DATE

7.B. The Board reviewed the Expenditure Report provided to date as of June 15, 2018. The Executive Assistant Director of Operations was available to address any questions regarding the report. Nancy Atkins made a motion to approve the report. The second was offered by Teresa Ritchie. The motion carried.

8. REVIEW AND CONSIDERATION OF NURSE HEALTH PROGRAM

8.A. WV RESTORE REPORTS

8.A. Mike Brown provided the Board with a report related to the Nurse Health Program, WV Restore. No Board action was required at this time.

8.B. NURSE HEALTH PROGRAM AUDIT PER NCSBN CRITERIA PROGRESS REPORT

8.B. The Board reviewed the progress of the Nurse Health Program audit being conducted by JoAnne Cole of Cole Consulting using the NCSBN criteria. A discussion ensued. It was proposed that a committee be established to discuss the terms of a new contract for the program. Several names were mentioned to be asked to sit on the Committee. A motion was made by Nancy Atkins to establish a Nurse Health Advisory Committee to meet quarterly to discuss the terms of the new contract for the program. The second was offered by Ann Bostic. The motion carried.

9. REVIEW AND CONSIDERATION OF MEETINGS TO ATTEND

**9.A. NCSBN ANNUAL MEETING
AUGUST 2018**

9.A. The Executive Director informed the Board she and the Board President were attending the NCSBN Annual meeting as delegates and waivers to attend at NCSBN expense. Doris Burkey made a motion that the Board approved at least three (3) additional Board and/or Staff members to attend the meeting. Ann Bostic offered the second. The motion carried.

**9.B. CLEAR ANNUAL EDUCATIONAL
CONFERENCE 2018**

9.B. The Board reviewed and considered attendees for the CLEAR Annual Education Conference and Investigator Training schedule to be held on September 2018, in Philadelphia, PA. The Executive Director explained that two staff members needed to complete the Basic investigator training recommended for all Board Staff. A motion was made by Ann Bostic to approve four (4) staff members to attend the CLEAR Annual Educational Conference 2018 and Investigator Training. The second was offered by Teresa Ritchie. The motion carried.

**9.C. CITIZEN ADVOCACY CENTER (CAC)
2018 ANNUAL MEETING**

9.C. A motion was made by Nancy Atkins to approve all seven (7) Board members and 3 staff members to attend the CAC 2018 Annual Meeting, scheduled to be held on October 16 and 17, 2018 in Washington, DC. The motion was seconded by Teresa Ritchie. The motion carried.

10. COMMITTEE REPORTS

10.A. PRACTICE

10.A. Nancy Atkins presented a report on the Practice Committee meeting that was held on May 31, 2018. Ann Bostic made a motion to accept the report. The second was offered by Diana Boyle. The motion carried. A copy of the report is filed herewith.

10.B. DISCIPLINE REVIEW

10.B. Leslie Jordan, Discipline Manager presented the Discipline report. Ann Bostic made a motion to accept the report. The second was offered by John Martin. The motion carried. A copy of the report is filed herewith.

EXECUTIVE SESSION

11. EXECUTIVE SESSION ON EMPLOYMENT/PERSONNEL MATTERS

Dr. 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.

A motion was made by Nancy Atkins that the Board recess and reconvene in an Executive Session to discussion employment/personnel matters. The second was offered by Theresa Dennison. The motion carried.

PUBLIC SESSION

A motion was made by Teresa Ritchie to reconvene the regular meeting to make motions related to discussion during the Executive Session. The motion was seconded by Nancy Atkins. The motion carried.

12. PUBLIC SESSION FOR MOTIONS RELATED TO MATTERS DISCUSSED DURING EXECUTIVE SESSION

12. Nancy Atkins made a motion to approve a salary increase for who have been employed at least six (6) months or longer to match the \$2160.00 across the board raise given on July 1, 2018. The second was offered by John Martin. The motion carried.

LUNCH BREAK AND RESTART AT 1:00 P.M.

13. REVIEW AND CONSIDERATION OF WEST VIRGINIA NATIONAL COUNCIL LICENSURE EXAMINATION FOR REGISTERED NURSES (NCLEX-RN) FIRST QUARTER FIRST TIME TEST TAKER 2018 CALENDAR YEAR RESULTS.

13. This topic was for informational purposes only. No Board action required. The 2018 National Prelicensure Nursing Education First Time Test Taker Graduate First Quarter NCLEX-RN licensure pass rate result is 89.25% (38108/42696). 2018 West Virginia Prelicensure Nursing Education First Time Test Taker Graduate First Quarter NCLEX-RN licensure pass rate

result is 93.94% (198/211). West Virginia RN 1st quarter rank for overall first-time test taker graduate pass rate results is 8 highest out of 53 jurisdictions. Comparison of WV nursing education programs licensure pass rates by degree type are associate programs have a 95.21% pass rate (139/145) compared to baccalaureate programs which have a 90.77% (59/65) pass rate.

**14. REVIEW AND CONSIDERATION OF
ACCREDITATION COMMISSION FOR
EDUCATION IN NURSING CONSTITUENT
NOTIFICATION REPORT OF PROGRAM
WITHDRAWALS AND CLOSING**

14. This topic was for informational purposes only. No Board action required. ACEN Notification of program closings and withdrawals. No reported actions taken on WV nursing education programs.

**15. COMMISSION ON COLLEGIATE
NURSING EDUCATION BOARD OF
COMMISSIONERS SPRING 2018
PROGRAM ACCREDITATION
STATUS FINAL ACTIONS REPORT**

15. This topic was for informational purposes only. No Board action required. CCNE Board of Commissioners spring 2018 final actions report regarding program accreditation. No reported actions taken on WV nursing education programs.

**16. REVIEW AND CONSIDERATION OF
NATIONAL NURSING ACCREDITED
PRE-LICENSURE NURSING EDUCATION
PROGRAM REPORTS**

**16.A. ACCREDITATION COMMISSION
FOR EDUCATION IN NURSING**

**16.A.1. ALDERSON BROADDUS
UNIVERSITY OF SCIENCE
IN NURSING
BACCALAUREATE OF
SCIENCE IN NURSING
DEGREE PROGRAMS
FOCUSED VISIT REPORT**

16.A.1 A discussion ensued. Nancy Atkins made a motion to accept the Alderson Broadus University baccalaureate of science in nursing degree programs February 28, 2018 focused visit report. Ann Bostic offered the second. The motion carried.

**16.A.2. EASTERN WEST VIRGINIA
COMMUNITY AND
TECHNICAL COLLEGE
NURSE ADMINISTRATOR
CHANGE NOTIFICATION**

16.A.2 A discussion ensued. Teresa Ritchie made a motion to accept the Eastern West Virginia Community and Technical College national nursing accreditor nurse administrator change notification report. Doris Burkey offered the second. The motion carried.

**16.A.3. ST. MARY'S AT MARSHALL
UNIVERSITY COOPERATIVE
ASSOCIATE DEGREE
NURSING PROGRAM
PARENT COMPANY
ACQUISITION**

16.A.3 A discussion ensued. Ann Bostic made a motion to accept the program report of Cabell-Huntington hospital acquisition of St. Mary's Medical Center on May 1, 2018 thus acquiring St. Mary's School of Nursing at Marshall University cooperative associate degree nursing program. Teresa Ritchie offered the second. The motion carried.

**16.B. COMMISSION ON COLLEGIATE
NURSING EDUCATION**

**16.B.1 WEST VIRGINIA UNIVERSITY
SCHOOL OF NURSING
BACCALAUREATE OF SCIENCE IN
NURSING DEGREE AT POTOMAC
STATE COLLEGE NEW PROGRAM
CAMPUS SITE VISIT**

Dr. Tara Hulsey, Board President, Teresa Ritchie, Board Secretary and John Martin, recused themselves and left the room during the discussion for this topic. Nancy Atkins accepted the chair.

16.B.1 A discussion ensued. Theresa Dennison made a motion to accept the West Virginia University School of Nursing baccalaureate of science in nursing degree program at Potomac State College new campus site visit report and approve the WVUSON

baccalaureate of science in nursing degree program at Potomac State College to start student admissions and require a copy of the national nursing accreditation substantive change report 30 days prior to the next regularly scheduled Board meeting. Ann Bostic offered the second. The motion carried.

Dr. Tara Hulsey, Board President, Teresa Ritchie, Board Secretary and John Martin, rejoined the meeting and Dr. Hulsey resumed the chair.

**17. REVIEW AND CONSIDERATION OF
NON-TRADITIONAL NURSING
ACCREDITED NURSING EDUCATION
PROGRAM REPORTS**

17.A. SALEM UNIVERSITY

- 17.A.** A discussion ensued. Doris Burkey made a motion to accept the Salem University program report on licensure passage rate, curriculum implementation, faculty, faculty development and national accreditation progress and to continue a program report on 2018 NCLEX-RN licensure pass rate results for first time test takers, curriculum implementation and national nursing accreditation progress 30 days before each scheduled Board meeting. Ann Bostic offered the second. The motion carried.

**17.A.1.PROGRAM REPORT ON NATIONAL
COUNCIL LICENSURE EXAMINATION FOR
REGISTERED NURSES (NCLEX-RN) RESULTS,
CURRICULUM IMPLEMENTATION, FACULTY,
FACULTY DEVELOPMENT AND NATIONAL
NURSING ACCREDITATION PROGRESS**

- 17.A.1** A discussion ensued. Doris Burkey made a motion to accept the Salem University program report on licensure passage rate, curriculum implementation, faculty, faculty development and national accreditation progress and to continue a program report on 2018 NCLEX-RN licensure pass rate results for first time test takers, curriculum implementation and national nursing accreditation progress 30 days before each scheduled Board meeting. Ann Bostic offered the second. The motion carried.

**17.A.2.PROGRAM REPORT ON
19CSR1 STANDARDS 9.2.,
10.1.,10.1.B.1, 10.1.B.2, 10.1.C, 10.1.C.6, 1
1.1, 12.1, 14.2, 14.3, 15.1, AND 15.2**

17.A.2 A discussion ensued. Doris Burkey made a motion to accept Salem University program progress report on 19CSR1 standards 9.2, 10.1, 10.1.b.1, 10.1.b.2, 10.1.c, 10.1.c.6, 11.1, 12.1, 14.2, 14.3 15.1, and 15.2 and to require program progress reports on 19CSR1 standards 9.2, 10.1.b.1, 10.1.b.2, 10.1.c, 15.1 and 15.2 at least 30 days prior to each regularly scheduled Board meeting. Ann Bostic offered the second. The motion carried.

**17.A.3.PROGRAM REQUEST TO
ADMIT 1 OR 2 COHORTS
PER CALENDAR YEAR
NOT TO EXCEED 48
STUDENTS IN TOTAL OR 2 COHORTS IN
TOTAL IN A CALENDAR YEAR**

17.A.3 A discussion ensued. Teresa Ritchie made a motion to approve the Salem University program request to admit 1 or 2 cohorts of associate degree nursing program students per calendar year not to exceed 48 associate degree nursing students in total or 2 cohorts in total in a calendar year. Ann Bostic offered the second. The motion carried.

**17.A.4.REVIEW AND
CONSIDERATION OF
PROGRAM CLINICAL
PERFORMANCE
EVALUATION TOOLKIT**

17.A.4 A discussion ensued. Ann Bostic made a motion to accept the Salem University program report of adoption of a clinical performance evaluation toolkit. Teresa Ritchie offered the second. The motion carried.

**17.B. UNIVERSITY OF CHARLESTON
ASSOCIATE DEGREE IN
NURSING PROGRAM BECKLEY
CAMPUS**

**17.B.1. PROGRAM PROGRESS
REPORT ON 2018
NATIONAL COUNCIL
LICENSURE EXAMINATION**

**FOR REGISTERED
NURSES (NCLEX-RN)
FIRST TIME TEST TAKER
CALENDAR YEAR PASS
RATE RESULTS AND
NATIONAL NURSING
ACCREDITATION
PROGRESS**

17.B.1 Nancy Atkins made a motion to accept the University of Charleston associate degree in nursing Beckley campus progress report on 2018 national council licensure examination for registered nurses (NCLEX-RN) results of first time test takers and national nursing accreditation progress and requires a program progress report on 2018 NCLEX-RN first time test taker graduates calendar year licensure pass rate results and national nursing accreditation 30 days prior to each regularly scheduled Board meeting. Doris Burkey seconded. Motion passed.

**17.C. UNIVERSITY OF CHARLESTON
ASSOCIATE DEGREE IN
NURSING PROGRAM
CHARLESTON CAMPUS NEW
PROGRAM CAMPUS SITE VISIT**

**17.C.1 SITE VISIT REPORT AND
NATIONAL NURSING
ACCREDITATION PROGRESS**

17.C.1 A discussion ensued. Teresa Ritchie made a motion to accept the University of Charleston associate degree in nursing program at Charleston Campus new campus site visit report and approve the new UC associate degree nursing Charleston Campus program to start student admissions and require a national nursing accreditation progress report at least 30 days prior to the next regularly scheduled Board meeting. Ann Bostic offered the second. The motion carried.

17.D. WEST VIRGINIA JUNIOR COLLEGE

**17.D.1. PROGRESS REPORT ON
NATIONAL NURSING
ACCREDITATION AND
STANDARDS 19CSR1-11.5 AND
19CSR1-15.2**

17.D.1 A discussion ensued. Teresa Ritchie made a motion to accept the West Virginia Junior College program progress report on national nursing accreditation and 19CSR1 standards 11.5 and 15.2 and require a program progress report on 19CS1 Standards 11.5 and 15.2, 30 days prior to each regularly scheduled Board meeting. Theresa Dennison offered the second. The motion carried.

**17.D.2. REQUEST TO ADMIT
SECOND COHORT OF 40
STUDENTS EACH APRIL
BEGINNING IN 2019**

17.D.2.A discussion ensued. Doris Burkey made a motion to approve the Salem University program request to admit a second cohort of 40 students each April beginning in spring 2019. John Martin offered the second. The motion carried.

18. MISCELLANEOUS

18.A. EMPLOYEE SERVICE AWARD

18.A. The Board recognized the following employee for her service with the Board:

Tonya Hancock - 10 years of service
(She has actual been with the agency for 12 years)

19. ELECTION

19.A. PRESIDENT

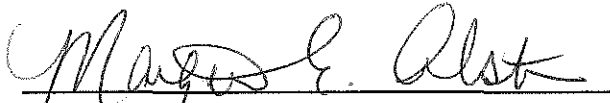
19.A. The Board President opened the floor for nominations for President. Theresa Dennison nominated Dr. Tara Hulse for President. Nancy Atkins offered the second. With no other nominations, the nominations were closed. Dr. Hulse was elected by acclamation.

19.B. SECRETARY

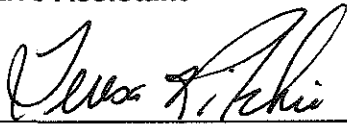
19.B. The Board President opened the floor for nominations for Secretary. Doris Burkey nominated Teresa Ritchie for Secretary. Ann Bostic offered the second. With no other nominations, the nominations were closed. Teresa Ritchie was elected by acclamation.

20. ADJOURN

20. Nancy Atkins made a motion to adjourn the meeting at 1:40 pm. Theresa Dennison offered the second. The motion carried.



Minutes prepared by
Margaret "Marty" Alston
Executive Assistant



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