

**WEST VIRGINIA BOARD OF EXAMINERS FOR  
REGISTERED PROFESSIONAL NURSES  
OCTOBER 22, 2021**

**A BOARD MEETING WAS HELD AT THE OFFICE OF THE WEST VIRGINIA BOARD OF EXAMINERS  
FOR REGISTERED PROFESSIONAL NURSES AT 90 MACCORKLE AVENUE, SUITE 203, SOUTH  
CHARLESTON WV 25303, ON OCTOBER 22, 2021.**

**BOARD MEMBERS PRESENT:**

**TARA HULSEY, PHD, RN, CNE, FAAN, PRESIDENT**

**TERESA RITCHIE, DNP, APRN FNP-BC,**

**NANCY V. ATKINS, MSN, APRN, WHNP-BC**

**JOHN MARTIN, PUBLIC MEMBER**

**DORIS BURKEY, DNP, APRN FNP-BC**

**THERESA L. DENNISON, PUBLIC MEMBER**

**BOARD MEMBERS ABSENT:**

**L. ANN BOSTIC, DNP, APRN, CRNA, PMHNP-BC**

**BOARD STAFF PRESENT:**

**DR. SUE PAINTER, DNP, RN, EXECUTIVE DIRECTOR**

**MICHAEL D. PAYNE, Esq. GENERAL COUNSEL**

**MARGARET "MARTY" ALSTON, DIRECTOR OF FINANCE AND OPERATIONS**

**ROBIN A. LEWIS, ED D, MSN, APRN, FNP-BC, DIRECTOR OF PRACTICE AND EDUCATION**

**1. CALL TO ORDER**

The meeting was called to order by the Board President at 9:00am.

**2. QUORUM**

A quorum was established.

### **3. REVIEW AND CONSIDERATION OF AGENDA**

The Board reviewed the proposed agenda. A motion was made by Teresa Ritchie to approve the agenda. Nancy Atkins offered the second. The motion carried.

### **4. ELECTION FOR PRESIDENT AND SECRETARY**

A motion was made by Nancy Atkins to for Tara Hulseley to remain as Board President. Doris Burkey offered the second. The motion carried. Nany Akins made a motion for Teresa Ritchie to remain as Board Secretary. Doris Burkey offered the second. The motion carried.

### **5. REVIEW AND CONSIDERATION OF MINUTES**

#### **A. MINUTES FOR APRIL 23, 2021**

**5.A.** A motion was made by Teresa Ritchie to approve the April 23, 2021, Board Meeting minutes. John Martin offered the second. The motion carried.

#### **B. MINUTES FOR MAY 10, 2021**

**5.B.** A motion was made by Teresa Ritchie to approve the May 10, 2021, Board Meeting minutes. John Martin offered the second. The motion carried.

#### **C. MINUTES FOR JUNE 10, 2021**

**5.C.** A motion was made by Teresa Ritchie to approve the June 10, 2021, Board Meeting minutes. John Martin offered the second. The motion carried.

#### **D. MINUTES FOR JUNE 24, 2021**

**5.D.** A motion was made by Teresa Ritchie to approve the June 24, 2021, Board Meeting minutes. John Martin offered the second. The motion carried.

#### **E. MINUTES FOR JULY 6, 2021**

**5.E.** A motion was made by Teresa Ritchie to approve the July 6, 2021, Board Meeting minutes. John Martin offered the second. The motion carried.

#### **F. MINUTES FOR JULY 16, 2021**

**5.F.** A motion was made by Teresa Ritchie to approve the July 16, 2021, Board Meeting minutes. John Martin offered the second. The motion carried.

#### **G. MINUTES FOR SEPTEMBER 17, 2021**

**5.G.** A motion was made by Teresa Ritchie to approve the September 17, 2021, Board Meeting minutes. John Martin offered the second. The motion carried.

#### **H. MINUTES FOR OCTOBER 1, 2021**

**5.H.** A motion was made by Teresa Ritchie to approve the July 16, 2021, Board Meeting minutes. John Martin offered the second. The motion carried.

**6. PRE-LICENSURE OF NURSING EDUCATION**

**A. REVIEW AND CONSIDERATION OF NATIONAL COUNCIL  
LICENSURE EXAMINATION FOR REGISTERED NURSES  
(NCLEX-RN)**

**6.A.** This agenda item was provided for informational purposes.

**B. REVIEW AND CONSIDERATION OF ACCREDITATION  
COMMISSION FOR EDUCATION IN NURSING (ACEN)  
ACTIONS**

**6.B.** This agenda item was provided for informational purposes.

**C. REVIEW AND CONSIDERATION OF COMMISSION ON  
COLLEGIATE NURSING EDUCATION BOARD OF  
COMMISSIONERS (CCNE) ACTIONS**

**6.C.** This agenda item was provided for informational purposes.

**D. REVIEW AND CONSIDERATION OF COMMISSION FOR  
NURSING EDUCATION ACCREDITATION (CNEA) ACTION  
INITIAL PROGRAM ACCREDITOR RECOGNITION  
VERIFICATION RECEIVED FROM UNITED STATES  
DEPARTMENT OF EDUCATION**

**6.D.** Teresa Ritchie made a motion to recognize NLN CNEA as a national nursing accrediting agency recognized by the United States Department of Education (USD OE) and a prelicensure nurse education program that is accredited by NLN CNEA is considered Board approved and exempt from rules that require ongoing approval if the school or program provides evidence of current accreditation and maintenance of that accreditation. Nancy Atkins offered the second. The motion carried.

**E. REVIEW AND CONSIDERATION OF NATIONAL NURSING  
ACCREDITED PRE-LICENSURE NURSING EDUCATION  
PROGRAMS**

**1. ACCREDITATION COMMISSION FOR EDUCATION  
IN NURSING (ACEN) PRELICENSURE NURSE  
EDUCATION PROGRAMS**

**a. ALDERSON BROADDUS UNIVERSITY  
BACCALAUREATE DEGREE PROGRAMS  
ACEN ANNUAL SURVEY REPORT, NCLEX  
PROGRAMS ANNUAL SURVEY REPORTS,  
FACULTY ORIENTATION AND  
MENTORING DOCUMENTS REPORT AND  
COVID CLINICAL REPORT**

**6.E.1.a.** This agenda item was provided for informational purposes.

**b. BLUE RIDGE AND TECHNICAL COLLEGE  
NCLEX PROGRAM ANNUAL SURVEY  
REPORT**

**6.E.1.b.** This agenda item was provided for informational purposes.

**c. BLUEFIELD STATE COLLEGE NCLEX  
PROGRAMS ANNUAL SURVEY REPORTS**

**6.E.1.c.** This agenda item was provided for informational purposes.

**d. BRIDGEVALLEY COMMUNITY AND  
TECHNICAL COLLEGE NCLEX PROGRAMS  
ANNUAL SURVEY REPORTS**

**6.E.1.d.** This agenda item was provided for informational purposes.

**e. DAVIS AND ELKINS ACEN ANNUAL  
REPORT, NCLEX PROGRAMS ANNUAL  
SURVEY REPORTS, FACULTY  
ORIENTATION AND MENTORING  
DOCUMENTS REPORT AND COVID  
CLINICAL REPORT**

**6.E.1.e.** This agenda item was provided for informational purposes.

**f. EASTERN WEST VIRGINIA COMMUNITY  
AND TECHNICAL COLLEGE NCLEX  
PROGRAMS ANNUAL SURVEY REPORTS**

**6.E.1.f.** This agenda item was provided for informational purposes.

**g. FAIRMONT STATE UNIVERSITY ANNUAL  
SURVEY REPORT**

**6.E.1.g.** This agenda item was provided for informational purposes.

**h. MARSHALL UNIVERSITY NCLEX  
PROGRAMS ANNUAL SURVEY REPORTS**

**6.E.1.h.** This agenda item was provided for informational purposes.

**i. ST. MARY'S MEDICAL CENTER  
COOPERATIVE AT MARSHALL  
UNIVERSITY ASSOCIATE DEGREE  
NURSING PROGRAM ACEN ANNUAL  
SURVEY REPORT FACULTY ORIENTATION  
AND MENTORING DOCUMENTS REPORT**

**6.E.1.i.** This agenda item was provided for informational purposes.

- j. SOUTHERN WEST VIRGINIA COMMUNITY AND TECHNICAL COLLEGE ASSOCIATE DEGREE PROGRAM ACEN ANNUAL SURVEY REPORT, NCLEX PROGRAM ANNUAL SURVEY REPORT AND RESTRUCTURING REPORT**

**6.E.1.j.** This agenda item was provided for informational purposes.

- k. UNIVERSITY OF CHARLESTON ASSOCIATE DEGREE PROGRAMS AND BACCALAUREATE DEGREE PROGRAM ACEN ANNUAL SURVEY REPORT, NCLEX PROGRAMS ANNUAL SURVEY REPORTS, ACEN ACTION CONTINUED ACCREDITATION WITH CONDITIONS REPORT**

**6.E.1.k.** This agenda item was provided for informational purposes.

- l. WEST VIRGINIA NORTHERN COMMUNITY COLLEGE ASSOCIATE DEGREE PROGRAMS ACEN ANNUAL SURVEY REPORT, NCLEX PROGRAMS ANNUAL SURVEY REPORTS, FACULTY ORIENTATION AND MENTORING DOCUMENTS REPORT AND COVID CLINICAL REPORT**

**6.E.1.l.** This agenda item was provided for informational purposes.

- m. WEST VIRGINIA UNIVERSITY AT PARKERSBURG ASSOCIATE DEGREE NURSING PROGRAM ACEN ANNUAL SURVEY REPORT AND NCLEX PROGRAM ANNUAL SURVEY REPORT**

**6.E.1.m.** This agenda item was provided for informational purposes.

- 2. COMMISSION ON COLLEGIATE NURSING EDUCATION (CCNE) PRELICENSURE NURSE EDUCATION PROGRAMS**
  - a. SHEPARD UNIVERSITY BACCALAUREATE DEGREE PROGRAM CCNE ANNUAL SURVEY, CCNE ACTION LETTER, CCNE SUBSTANTIVE CHANGE REQUEST AND APPROVAL REPORTS, NCLEX PROGRAM**

**ANNUAL SURVEY REPORT AND CCNE  
ACCREDITATION VISIT  
CORRESPONDENCE**

**6.E.2.a.** This agenda item was provided for informational purposes.

- b. WEST LIBERTY BACCALAUREATE DEGREE PROGRAMS CCNE ANNUAL SURVEY REPORT, NCLEX PROGRAMS ANNUAL SURVEY REPORTS, COVID CLINICAL REPORT AND CCNE ACCREDITATION VISIT CORRESPONDENCE**

**6.E.2.b.** This agenda item was provided for informational purposes.

- c. WEST VIRGINIA UNIVERSITY BACCALAUREATE DEGREE PROGRAMS CCNE ANNUAL SURVEY REPORT, NCLEX PROGRAMS ANNUAL SURVEY REPORTS, COVID CLINICAL REPORT AND FACULTY MENTORING AND ORIENTATION DOCUMENTS REPORT**

**6.E.2.c.** This agenda item was provided for informational purposes.

- d. WEST VIRGINIA WESLEYAN BACCALAUREATE DEGREE PROGRAM NCLEX PROGRAM ANNUAL SURVEY REPORT**

**6.E.2.d.** This agenda item was provided for informational purposes.

- e. WHEELING UNIVERSITY BACCALAUREATE DEGREE PROGRAMS NCLEX PROGRAMS ANNUAL SURVEY REPORTS**

**6.E.2.e.** This agenda item was provided for informational purposes.

- 3. COMMISSION FOR NURSING EDUCATION ACCREDITATION (CNEA) PRELICENSURE NURSE EDUCATION PROGRAMS**

**F. REVIEW AND CONSIDERATION OF NON-NATIONAL NURSING ACCREDITED PRELICENSURE NURSING EDUCATION PROGRAM**

- 1. DAVIS AND ELKINS COLLEGE BACCALAUREATE DEGREE NURSING PROGRAM NCLEX PROGRAM ANNUAL SURVEY REPORT, ACEN AND CNEA PRE ACCREDITATION CANDIDACY APPROVAL REPORTS, NATIONAL NURSING ACCREDITATION**

**PROGRESS REPORT AND FACULTY MENTORING  
ORIENTATION DOCUMENTS REPORT**

**6.F.1.** Teresa Ritchie made a motion to accept the Davis and Elkins College BSN program NCLEX program annual survey report, ACEN pre accreditation candidacy approval report, CNEA pre accreditation candidacy approval report, national nursing accreditation progress report, and faculty mentoring orientation documents report and require progress reports on program national nursing accreditation by a national nursing accreditor recognized by the US Department of Education 30 days prior to each scheduled Board meeting. Nancy Atkins offered the second. The motion carried.

**2. LAUREL COLLEGE OF TECHNOLOGY ASSOCIATE  
DEGREE NURSING PROGRAM NCLEX PROGRAM  
ANNUAL SURVEY REPORT, FACULTY  
ORIENTATION AND MENTORING DOCUMENTS  
REPORT AND NATIONAL NURSING  
ACCREDITATION PROGRESS REPORT**

**6.F.2.** Doris Burkey made a motion to accept the LCT ADN NCLEX program annual survey report, faculty orientation and mentoring documents report and national nursing accreditation progress report and require progress reports on program national nursing accreditation by a national nursing accreditor recognized by the US Department of Education 30 days prior to each scheduled Board meeting. Theresa Dennison offered the second. The motion carried.

**3. NEW RIVER COMMUNITY AND TECHNICAL  
COLLEGE LEWISBURG CAMPUS LICENSED  
PRACTICAL NURSE TO ASSOCIATE DEGREE  
NURSING PROGRAM NCLEX PROGRAM ANNUAL  
SURVEY REPORT, FACULTY MENTORING  
ORIENTATION DOCUMENTS REPORT, AND  
NATIONAL ACCREDITATION REPORT**

**6.F.3.** Theresa Dennison made a motion to accept the NRCTC LPN-AND NCLEX program annual survey report, faculty mentoring orientation documents report and national nursing accreditation progress report and require progress reports on program national nursing accreditation by a national nursing accreditor recognize by the US Department 30 days prior to each scheduled Board meeting. Teresa Ritchie offered the second. The motion carried.

**4. SALEM UNIVERSITY ASSOCIATE DEGREE  
NURSING PROGRAM NCLEX PROGRAM ANNUAL  
SURVEY REPORT, NATIONAL NURSING  
ACCREDITATION PROGRESS REPORT AND STOCK  
PURCHASE REPORT, BOARD RESPONSE AND  
SCHOOL RESPONSE TO BOARD RESPONSE FOR  
STOCK PURCHASE**

**6.F.4.** Doris Burkey made a motion to accept the SU LPN-ADN NCLEX program annual survey report and national nursing accreditation progress report, stock purchase report, Board response and school response to Board response report and require progress reports on program national nursing accreditation by a national nursing accreditor recognized by the US Department of Education 30 days prior to each scheduled Board meeting. Nancy Atkins offered the second. The motion carried.

**5. VALLEY COLLEGE BECKLEY CAMPUS HYBRID  
ONLINE ASSOCIATE DEGREE NURSING PROGRAM  
NEW PROGRAM APPLICATION**

**6.F.5.** Teresa Ritchie made a motion to provisionally approve the VC Beckley Campus hybrid online ADN program contingent upon the 19-01 standard of employing qualified nurse administrator and require progress reports on program national nursing accreditation by a national nursing accreditor recognized by the US Department of Education 30 days prior to each scheduled Board meeting. Doris Burkey offered the second. The motion carried.

**6. VALLEY COLLEGE MARTINSBURG CAMPUS  
HYBRID ONLINE ASSOCIATE DEGREE NURSING  
PROGRAM NEW PROGRAM APPLICATION**

**6.F.6.** Nancy Atkins made a motion to provisionally approve the VC Martinsburg Campus hybrid online ADN program contingent upon meeting 19-01 standard of employing a qualified nurse administrator and require progress reports on program national nursing accreditation by a national nursing accreditor recognized by the US Department of Education 30 days prior to each scheduled Board meeting. Doris Burkey offered the second. The motion carried.

**7. WEST VIRGINIA JUNIOR COLLEGE BECKLEY  
CAMPUS HYBRID ONLINE ASSOCIATE DEGREE  
NURSING PROGRAM NEW PROGRAM  
APPLICATION**

**6.F.7.** Nancy Atkins made a motion to provisionally approve the WVJC Beckley Campus hybrid online ADN program and require progress reports on program national nursing accreditation by a national nursing accreditor recognized by the US Department of Education 30 days prior to each scheduled Board meeting. John Martin offered the second. The motion carried.

**8. WEST VIRGINIA JUNIOR COLLEGE BRIDGEPORT  
CAMPUS ASSOCIATE DEGREE NURSING  
PROGRAM NCLEX PROGRAM ANNUAL SURVEY  
REPORT, FACULTY ORIENTATION AND  
MENTORING DOCUMENTS REPORT AND  
NATIONAL NURSING ACCREDITATION PROGRESS  
REPORT**

**6.F.8.** Teresa Ritchie made a motion to accept the WVJC Bridgeport ADN NCLEX program annual survey report, faculty orientation and mentoring documents report, and national nursing accreditation progress report and require progress reports on program national nursing accreditation by a



national nursing accreditor recognized by the U Department of Education 30 days prior to each scheduled Board meeting. Nancy Atkins offered the second. The motion carried.

**9. WEST VIRGINIA JUNIOR COLLEGE CHARLESTON  
CAMPUS ASSOCIATE DEGREE NURSING  
PROGRAM NCLEX PROGRAM ANNUAL SURVEY  
REPORT, FACULTY ORIENTATION AND  
MENTORING DOCUMENTS REPORT AND  
NATIONAL NURSING ACCREDITATION REPORT**

**6.F.9.** Doris Burkey made a motion to accept the WVJC Charleston ADN NCLEX program annual survey report, faculty orientation and mentoring documents reports and national nursing accreditation progress report and require progress reports on program national nursing accreditation by a national nursing accreditor recognized by the US Department of Education 30 days prior to each scheduled Board meeting. Nancy Atkins offered the second. The motion carried.

**10. WEST VIRGINIA JUNIOR COLLEGE HUNTINGTON  
CAMPUS HYBRID ONLINE ASSOCIATE DEGREE  
NURSING PROGRAM NEW PROGRAM  
APPLICATION**

**6.F.10.** Doris Burkey offered a motion to provisionally approve the WVJC Huntington Campus hybrid online ADN program and require progress reports on program national nursing accreditation by a national nursing accreditation by a national nursing accreditor recognized by the US Department of Education 30 days prior to each scheduled Board meeting. Nancy Atkins offered the second. The motion carried.

**11. WVJC MORGANTOWN CAMPUS ASSOCIATE  
DEGREE NURSING PROGRAM ANNUAL NCLEX  
PROGRAM ANNUAL SURVEY, FACULTY  
ORIENTATION/MENTORING REPORT, MOBILE  
SIMULATION LAB REPORT, NATIONAL NURSING  
ACCREDITATION PROGRAM REPORT AND ACEN  
ACTION INITIAL ACCREDITATION REPORT**

**6.F.11.** Teresa Ritchie offered a motion to accept the WVJC Morgantown ADN NCLEX program annual survey report, faculty orientation and mentoring documents, mobile simulation lab report, national nursing accreditation progress report and ACEN initial accreditation report. Doris Burkey offered the second. The motion carried.

**12. WVJC MORGANTOWN CAMPUS BLENDED  
ONLINE ASSOCIATE DEGREE NURSING PROGRAM  
ANNUAL SURVEY REPORT, FACULTY  
ORIENTATION/MENTORING DOCUMENTS  
REPORT, MOBILE SIMULATION LAB REPORT, AND  
NATIONAL NURSING ACCREDITATION PROGRAM**

**REPORT AND ACEN SUBSTANTIVE CHANGE  
REPORT**

**6.F.12.** Nancy Atkins offered a motion to accept the WVJC Morgantown campus blended online ADN NCLEX program annual survey, faculty orientation/mentoring report, mobile simulation lab report, national nursing accreditation progress report and ACEN substantive change report correspondence and require progress reports on program national accreditation by a national nursing accreditor recognized by the US Department of Education and ACEN substantive change report 30 days prior to each scheduled Board meeting. Doris Burkey offered the second. The motion carried.

**13. WEST VIRGINIA STATE UNIVERSITY  
BACCALAUREATE DEGREE PROGRAM NCLEX  
PROGRAM ANNUAL SURVEY REPORT, FACULTY  
MENTORING AND ORIENTATION DOCUMENTS  
REPORT, CURRICULUM CHANGE REPORT AND  
NATIONAL NURSING ACCREDITATION PROGRESS  
REPORT**

**6.F.13.** Teresa Ritchie offered a motion to accept the WVSU BSN NCLEX program annual survey report faculty orientation and mentoring documents report, curriculum change report, and national nursing accreditation progress report and require progress reports on program national nursing accreditation by a national nursing accreditor recognized by the US Department of Education 30 days prior to each scheduled Board meeting. Theresa Dennison offered the second. The motion carried.

**G. REVIEW AND CONSIDERATION OF PRELICENSURE NURSING  
EDUCATION NCLEX PROGRAM ANNUAL SURVEY REPORT  
TEMPLATE, NCLEX PROGRAMS ANNUAL SURVEY  
ORIENTATION DOCUMENT, AND BOARD GUIDELINES FOR  
FACULTY ORIENTATION AND MENTORING DOCUMENTS  
REPORT**

**6.G.** Doris Burkey made a motion to approve the NCLEX programs annual survey report template, NCLEX programs annual survey orientation and reaffirm the faculty orientation mentoring documents report guidelines. John Martin offered the second. The motion carried.

**7. REVIEW AND CONSIDERATION OF DIALYSIS TECHNICIANS  
A. DAVITA DIALYSIS TECHNICIAN TRAINING PROGRAM  
CORRESPONDENCE  
8. REVIEW AND CONSIDERATION OF FINANCE AND BUDGET  
INFORMATION  
A. PURCHASE CARD EXPENDITURE REPORTS**

**8.A.** Nancy Atkins made a motion to approve the purchase card expenditures. Teresa Ritchie offered the second. The motion carried.

**B. EXPENDITURES TO DATE**

- 8.B.** Teresa Ritchie made a motion to approve the expenditures. Doris Burkey offered the second. The motion carried.

**9. REVIEW AND CONSIDERATION OF LEGISLATION**

**A. EMERGENCY RULE TELEHEALTH**

- 9.** The Executive Director provided an update on the emergency rule related to telehealth practice.

**10. REVIEW AND CONSIDERATION OF NURSE HEALTH PROGRAMS**

**A. PEER SUPPORT GROUPS REPORT**

- 10.A.** The Board reviewed the report provided. Elizabeth Temple was available by phone if needed for questions or clarification.

**B. MONITORING AND CASE MANAGEMENT REPORT**

- 10.B.** The Board reviewed the report provided. Tracy Traut was available by phone if needed for questions or clarification.

**b.1 POLICY REVIEW OF OBSERVED URINE DRUG SCREENS**

- 10.b.1.** Nancy Atkins made a motion to approve the request to change WV Restore participates from 100% observed urine drug screens to 50% observed urine drug screens. John Martin offered the second. The motion carried.

**11. REVIEW OF EXECUTIVE DIRECTOR REPORT**

- 11.** The Executive Director provided a report to the FY2022 Dashboard reviews. A cop of the report is filed herewith.

**12. REVIEW AND CONSIDERATIONS OF COMMITTEE REPORTS**

**A. PRACTICE**

- 12.A.** Nancy Atkins provided the Board with the Practice Committee Report.

**B. DISCIPLINE**

- 12.B.** Teresa Ritchie presented a request from the Disciplinary Review Committee (DRC) to establish a parameter to not change the licensure status to current investigation until the allegations are substantiated. A discussion ensued. Nancy Atkins made a motion to approve the parameter as requested. Doris Burkey offered the second. The motion carried. The Director of Discipline provided an overview of the DRC report. A copy is filed herewith.

**13. REVIEW AND CONSIDERATIONS OF MEETINGS TO ATTEND**

- 13.**The Executive reported the following meetings attended:

NCSBN Delegate Assembly was attended by Dr. Sue Painter and Dr. Robin Lewis, August 18-19, 2021.

Nurse Health Program 2021 Grace Nurse Health Coach training was attended by Dr. Robin Lewis and Rita Douglas, September 13-17, 2021.

NCSBN 2021 Virtual NCLEX Conference was attended by Dr. Robin Lewis on September 30, 2021.

#### **14. MISCELLANEOUS**

##### **A. BOARD MEETINGS FOR 2022**

**14.A.** The Board adapted the following dates for the 2022 Board meetings:

March 24, 2022, Committee Meetings

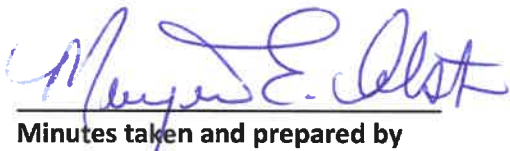
March 25, 2022, Board Meeting

June 10, 2022, Board Meeting

October 21, 2022, Board Meeting

#### **15. ADJOURN**

With no further business before the Board, a motion to adjourn the meeting was made by Teresa Ritchie. The motion was seconded by Nancy Atkins. The motion carried. Meeting adjourned at 12:30pm.



**Minutes taken and prepared by  
Margaret E. Alston  
Director of Finance and Operations**

---

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