

Meeting of the  
IDAHO BOARD OF NURSING  
Spring Hills Suites - Selway Boardroom  
424 E Park Center Blvd.  
Boise, Idaho

October 25-26, 2007

## MINUTES

Time and Place

A regular meeting of the Idaho Board of Nursing was held on October 25-26, 2007, in Boise, Idaho.

Presiding

Susan Odom, PhD, RN, Chairman

Call to Order

The meeting was called to order at 9:15 AM, Thursday, October 25, 2007, by Susan Odom, Chairman.

Those Present  
Board

Susan Odom, PhD, RN, Moscow, Chairman  
Randall Hudspeth, NP, CNS, Boise, Vice-Chairman  
Vicki Allen, RN, Pocatello  
Janine Baxter, RN, Post Falls - October 26, 2007 only  
Jill Howell, RN, Jerome  
Linda Humphrey, Consumer, Jerome  
Shirlie Meyer, RN, Meridian  
Carrie Nutsch, LPN, Jerome  
Rebecca Reese, LPN, Post Falls

Staff

Sandra Evans, MAEd, RN, Executive Director  
Linda Coley, Management Assistant  
Roger Gabel, Deputy Attorney General  
Karl Klein, Deputy Attorney General

Consent Agenda  
Motion

The following items were removed from the Consent Agenda: Minutes of the July 2007 meeting; FY 2009 Budget; The Consent Agenda was adopted as presented, to include the following items:

***Governance/Organization***

- A. 2008 Performance Measurement Report
- B. Quarterly Performance Report
- C. Quarterly Updates:
  1. Special Projects Update
  2. NCSBN Activities Update
  3. NLC Update
4. Report of Meeting attendance:
  - a. NCSBN 2007 Annual Meeting/Delegate Assembly
  - b. Idaho Healthcare Summit

- c. NLCA Meetings - 8/07 & 10/07  
5. Environmental Scan

### *Information Exchange*

Approval of Minutes  
Motion

The Minutes of the July 23-24, 2007 meeting were approved with corrections.

Open Forum

Time for an open forum was provided at 9:15 am on Friday, October 25, 2007. There being no presentations, the meeting continued as scheduled.

Report of Meeting Attendance  
FARB

Karl Klein, Deputy Attorney General, reported on his attendance at the Federation of Regulatory Boards (FARB) meeting held in Charleston, SC on October 5-7, 2007.

### *Governance/Organization*

FY 2009 Budget

Sandra Evans presented the FY 2009 proposed budget that had been submitted to the Division of Financial Management in September. The proposed budget includes funding for the on-line fee associated with renewals, equipment replacement, and the second-year Executive Director compensation adjustment.

Appointment of 2008 Delegates

Appointment of the 2008 voting Delegates to the National Council of State Boards of Nursing was tabled until the January meeting.

Travel/Meeting Approval  
Motion

*Faculty Shortage Conference – Chicago, IL - March 26, 2008*

A motion was made and carried, to approve the attendance and travel expenses of Judy Nagel to attend the conference.

Travel/Meeting Approval  
Motion

*2008 Institute of Regulatory Excellence January 7-9, 2008  
Austin TX*

A motion was made and carried, to approve the attendance and travel expenses of Sandy Evans and Jan Edmonds to attend the conference.

Travel/Meeting Approval  
Motion

*2008 NCSBN - Mid-Year Meeting – Chicago, IL – March 4-5, 2008*

A motion was made and carried, to approve the attendance and travel expenses for 5 participants to include Susan Odom, Sandy Evans, Judy Nagel and Jan Edmonds to attend the Mid-Year meeting. One additional participant is to be determined.

Role of EMS Advisory Board  
Nurse Member

Dia Gainor, Chief, Bureau of Emergency Medical Services, will be requested to attend the next Board meeting to discuss the EMS Advisory Committee, and role of committee members including the Board's nominee for appointment to the EMSAC.

How a Bill Becomes Law

Roger Gabel, Board legal counsel, gave a presentation on tracking a bill through the legislative process.

Status of Proposed Rules  
Motion

Sandy Evans presented recommendations for change to the proposed rules for the Medication Aide (MA-C) - Docket 23-0101-0701, as a result of feedback received during the forums held in various regions. Following discussion, a motion was made and carried, to approve the Medication Aide Rules as revised.

She further indicated that no comments were received regarding the revision to the Rules for Limited Licenses (Docket 23-0101-0702) related to summary suspension of the limited license.

Board staff was directed to prepare the two dockets for publication as pending.

Proposed revision to Statute  
Motion

Sandy Evans presented proposed changes to the Nursing Practice Act. The changes to the Act were approved as presented for introduction to the Legislature during the 2008 Session.

2008 BON Retreat

Following a report by the Retreat Planning Committee, Board members approved the Board Member Retreat to be held January 4, 2008 at a location to be determined. Each Board member was assigned a project to research and present at the retreat.

PRN Request for Proposal  
Status

Bids for the Contract for the Program for Recovering Nurses will be opened on October 29, 2007, following which a committee of Board members will review the bids and select the contractor.

Members of the review committee include: Jill Howell, Janine Baxter, and Carrie Nutsch.

Expense Oversight Report

Linda Humphrey, Consumer member, presented the report of the reimbursement/expenses for Sandra Evans, Executive Director. Following her presentation, the report was accepted.

Appointments to PRN  
Advisory Committee  
Motion

A motion was made and carried, to reappoint the following PRN Advisory Committee members to terms expiring January 2011:

Charles Aasand, RN  
John Brannen, RN  
Anita Havey, LCSW

Strategies for Workload  
Management

Board members reviewed information regarding how to best manage the work of the Board through the use of subcommittees that manage issues and/or projects. The Board currently functions with three standing committees and several ad hoc committees. Following their review, Board members determined that the existing committees are sufficient at this time. Vicki Allen was appointed to the open position on the CORE committee.

### *Practice/Discipline*

Report of APPN AC  
Meeting - Motion

Cathy Arvidson, PhD, Chair, provided a report by teleconference of the October 22, 2007 meeting of the Advanced Practice Professional Nurse Advisory Committee. There were no recommendations from the committee requiring Board action.

Action was taken to accept the report.

EMT/Paramedics in  
Hospital Emergency  
Departments

Board members discussed the issue of EMT/Paramedics working in Emergency Departments of Hospitals. Dia Gainor, Chief, Bureau of Emergency Medical Services, will be invited to attend the January meeting to continue this discussion.

Regulatory Implications of Pain  
Management  
Motion

During the NCSBN's Delegate Assembly meeting in August 2007, action was taken to adopt the Regulatory Implications of Pain Management. Following their review, Board members took action to endorse the NCSBN's statement.

Delegation Flow Sheet

Sandy Evans presented samples of delegation flow sheets for Board member review. Board members provided suggestions for a final document which will be reviewed at the January meeting.

Report of PRN Committee  
Meeting

Jill Howell, Chair, presented a report of the meeting of the Advisory Committee of the Program for Recovering Nurses held on October 19, 2007. The Board members reviewed

the significant activities of the Committee including the revised Flow Chart for Enrollment and policies for Committee Membership, Roles and Responsibilities, Reporting Responsibilities and Meetings.

Motion

Tricia Cline

Following Ms. Howell's report, the Board adopted the recommendations of the Committee which included the referral of a licensee to the Board for disciplinary action. Action was taken to adopt the Findings of Fact, Conclusions of Law and Final Order to revoke the license of Tricia Cline, N-31496, Case No: 06-043 based on Voluntary Surrender and failure to complete the requirements of the Program for Recovering Nurses.

Action was taken to approve the Flow Charts for Board Referral and Non-Board Referral to the PRN, and the Policies for Meetings, Committee Membership, Roles and Responsibilities for Committee Members, and Meetings incorporating changes recommended by counsel.

Inservice-Case Analysis

Roger Gabel presented information on disciplinary action that the Board can assess following their review of individual cases.

Disciplinary Cases

Consent Agreement

Kristine Babb

Motion

Karl Klein, Deputy Attorney General, presented the following cases. Following their consideration, the Board Members took the following action:

Kristine Babb - Case 06-051 - N-9106 and NP-283A - Accepted the Stipulation and Consent Order to suspend the license for five years, stay the suspension and restrict the license.

Jill Howell abstained from the vote.

Default Case

Stacy Stifanick

Motion

Stacy Stifanick - Case - 07-036 - N-35828 - Adopted the Findings of Fact, Conclusions of Law and issued an Order of Revocation based on default.

Other

Dustine Wyman

Motion

Dustine Wyman - Case - 02-046 - N-27346 - Adopted the Findings of Fact, Conclusions of Law and issued an Order of Revocation based on voluntary surrender.

Hearing

Teresa Wallace

Motion

Teresa Wallace - Case 06-047 - N-15044 - A hearing was held as scheduled, at which the licensee did not appear, but presented written information for review. Following review of materials, including the Answer to the Complaint

and letters of support, a motion was made and carried, to issue an Order of Revocation for a ten-year period.

Consent Agreement  
Heather Jones  
Motion

Heather Jones - Case 07-006 - N-34535 - Accepted the Stipulation and Consent Order to place the licensee on six months probation, to include supervised practice, completion of NCSBN review courses and payment of administrative costs.

## Licensure

Non-Routine Application  
EN-100701 - Stephanie  
Motion

Board members reviewed the information presented on behalf of the applicant, Stephanie, Case EN-100701. Following discussion, a motion was made and carried, to:

- A. Issue a renewable license contingent on voluntary surrender and enrollment in the Program for Recovering Nurses.

Non-Routine Application  
EX-100701 - Karly  
Motion

Board members reviewed the information presented on behalf of the applicant, Karly, Case EX 100701. Following discussion, a motion was made and carried, that:

- A. The temporary license be extended until August 1, 2008, or until notice of release from probation. The temporary license will be conditioned to required compliance with terms of court-ordered probation.

Non-Routine Application  
EX-070701 - Jamison  
Motion

Board members reviewed the information presented on behalf of the applicant, Jamison, Case EX 070701. Following discussion, a motion was made and carried, that:

- A. The temporary license be extended for 24 months on condition that he comply with all terms of court-ordered probation. Upon receipt of evidence of release from probation, issue a renewable license.

Non-Routine Application  
EX-100702- Patrick  
Motion

Board members reviewed the information presented on behalf of the applicant, Patrick, Case EX 100702. Following discussion, a motion was made and carried, that:

- A. Upon successful passing of NCLEX-RN, issue a conditional temporary license valid for 12 months with conditions to include: completion of 80 hours of supervised practice. Upon evidence of completion of the 80 hours, lift the condition.
- B. Refer to PRN for monitoring for the remainder of the temporary license period with requirements for urine drug screens, self evaluations and

performance evaluations.

- C. Once probation is completed satisfactorily, issue a renewable license.

Non-Routine Application  
Renewal – Brian N-25002  
Motion

Board members reviewed the information presented on behalf of the renewal applicant, Brian, Case N-25002. Following discussion, a motion was made and carried, that upon receipt of court documents, and if his personal statement is consistent with court documents, issue the renewable license. The licensee must provide evidence of release of court probation on or before June 1, 2009.

RN/LPN Licensure  
Equivalence

Board members considered the issue of licensure by equivalence for experienced nurses applying for licensure by endorsement who may not meet the initial requirements required by the Board. Following discussion, the Board directed Sandy Evans, Executive Director and Roger Gabel, Legal Counsel to move ahead to gather information for consideration of possible legislation in 2009.

## *Education*

Request for Initial Approval  
– Stevens-Henager College  
Motion

Shane Reeder, Executive Director, Patti Mahrt, Nursing Administrator and Danielle Hart, Associate Director, Stevens-Henager College, Boise met with the Board members to discuss their request for approval to plan a nursing education program. Staff was directed to conduct the initial site review as part of the process of initial approval.

BSU/MSN Program  
Motion

Pam Springer, Eldon Walker and Pam Stofhus, Boise State University, met with the Board to present information regarding the transition of the practical and associate degree nursing programs to the College of Western Idaho. Boise State University will now focus on the Baccalaureate and Master's Degree programs. The request for approval of the proposed curriculum change for the baccalaureate degree program was presented by faculty. Following discussion, a motion was made and carried to approve the change as presented.

Report of MA-C Curriculum  
Development Meeting

Sandy Evans, Executive Director, reported on progress toward adaptation of the NCSBN Model Medication Aide curriculum to be administered by the Division of Professional-Technical Education.

Summary of Annual Reports

The summary of information submitted by approved nursing education programs was presented for discussion.

**Other Business**

IALN/INWC

Susan Ault, Executive Director, Idaho Alliance of Leaders in Nursing, met with the Board to update on their progress in various projects, including the leadership training planned for next year.

Governance Committee  
Report

The Governance Committee reported on their plans for objectives to be accomplished during FY 2008.

Mid Year Meeting  
Motion

Janine Baxter reported that she will be attending a NCSBN Committee meeting prior to the Mid-Year meeting and inquired about attending the Mid-Year meeting. A motion was made and carried, to authorize the hotel expense and registration fee for her attendance.

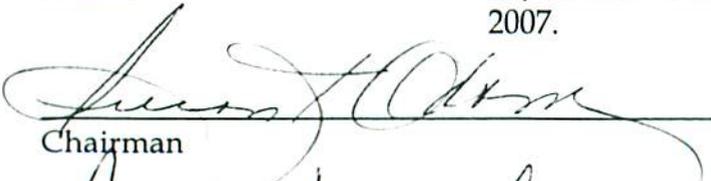
Licenses  
Issued

Under the responsibilities delegated to the Executive Director, professional and practical nurse licenses were issued by interstate endorsement, examination, reinstatement and emeritus to the following persons since the July 23-24, 2007, meeting of the Board. See pages: 3572-3579.

Under the responsibilities delegated to the Executive Director, advanced practice professional nurse licenses were issued to the following persons since the July 23-24, 2007, meeting of the Board. See page: 3580.

Adjournment  
Motion

A motion was made and carried that the meeting be adjourned. Meeting adjourned at 1:40 PM, Friday, July 24, 2007.

  
Chairman

  
Vice-Chairman