

Meeting of the  
**IDAHO BOARD OF NURSING**

**MEETING MINUTES**  
November 5 – 6, 2020

<u>Time and Place</u>		A regular meeting of the Idaho Board of Nursing was held on November 5 <sup>th</sup> and 6 <sup>th</sup> 2020. Due to Covid-19 limitations, the meeting was held “in-person” and via Zoom.
<u>Presiding</u>		Judy Taylor, MSN, RN, Chair, Boise
<u>Call to Order</u>		The meeting was called to order at 8:30 a.m., attendance was taken, and a quorum was declared.
<u>Members Telephonically Present</u>		Judy Taylor, RN, Boise, Chair Jennifer Hines-Josephson, RN, Rathdrum, Vice Chair Kit Batchelor, LPN, Caldwell Jan Moseley, RN, Coeur d’Alene Kara Mahannah, LPN, Buhl Clayton Sanders, APRN-CRNA, Boise Laura Pisca, RN, Boise Renée Watson, RN, Boise
<u>Members Absent</u>		(Note: one board position is currently vacant)
<u>Staff Telephonically Present</u>		Russell Barron, MBA, Executive Director Tim Frost, Operations Manager Sarah Phipps, MSHA, BSN, RN, Associate Director Andrea Anzalone, RN, Program Manager, Investigation and Discipline Katie Stuart, CIP, Program Manager, Alternative Programs Nicole Gallaher, Management Assistant Corrine Dalzell, Financial Technician Sharon Matthies, Data Coordinator
<u>Other Attendees</u>		Karen Sheehan, DAG, Board Counsel Robert Berry, DAG, Prosecutor (11/5) Cathy Arvidson (11/5) Cynthia Yee-Wallace, DAG (for executive session) (11/5) Randy Hudspeth (11/5)
<u>Welcome</u>		Judy Taylor, Board Chair, outlined business, noting that the Board may experience technical glitches along the way. If the Consent Agenda has items Board Members wish to discuss, there will be an opportunity to pull them from the Consent Agenda and discuss.

		<b>NEW BUSINESS</b>
<u>Contested Case</u> <u>Motion to revoke the license of Katie Walker, License No RN-32804; Approved</u>	1.	Robert Berry and Katie Stuart discussed the case of Katie Walker, License No RN-32804.  Motion was made, seconded, and approved to revoke the license of Katie Walker, License No RN-32804 with prohibition on applying for reinstatement for 2 years.
<u>Hearing</u> <u>Motion to refer Tania Roberts, License No. RN-34194 to PRN Program; Approved.</u>	2.	Robert Berry and Andrea Anzalone discussed the case of Tania Roberts License No RN-34194. Ms. Roberts represented herself. The hearing was recorded. Ms. Roberts agreed to all conditions for enrollment into PRN.  Motion made, seconded, and approved for a Board referral of Tania Roberts, License No. RN-34194 to the PRN program; after 3-6 months of being stable in the program, then approving of Ms. Roberts moving forward with applying for reinstatement of her license.
<u>Hearing</u> <u>No motion necessary due to volunteer surrender of license</u>	3.	Andrea Anzalone and Rob Berry presented the case of Pamela Hegstad License No RN-30476.  It was reported by Mr. Berry that Ms. Hegstad chose to voluntarily surrender her license and the hearing was not held.
<u>Reinstatement After Discipline</u> <u>Motion to grant LeNee Curtis License No. – 10939 a restricted license with terms; Approved.</u>	4.	Andrea Anzalone presented the case of LeNee Curtis License No P-10939.  Motion was made, seconded, and approved to grant LeNee Curtis License No. P-10939 a restricted license and to require her to complete the Nurse Refresher Course.
<u>Advanced Practice Registered Nurse Advisory Committee Report</u> <u>Motion to approve the physician appointment Dr. Keith Davis to the APRN AC; Approved.</u>	5.	Cathy Arvidson, Chair, APRN Advisory Committee (APRN-AC), presented an update on their last committee meeting.  Motion was made, seconded, and approved for the physician appointment of Dr. Keith Davis to the APRN AC.
<u>Board Development</u>	6.	Board Development. Karen Sheehan discussed the Idaho Supreme Court case Vickers v. Idaho Board of Veterinary Medicine.
<u>PRN-AC Report</u>	7.	Jan Moseley, PRN Chair, presented a summary report of 10/10/2020 quarterly committee meeting.

<u>Idaho Division of Occupational &amp; Professional Licenses (IDOPL) Update</u>	8.	Russ Barron presented an update on the transition state of the reorganization of boards to the new Idaho Division of Occupational & Professional Licenses (IDOPL).
<u>Idaho Alliance of Leaders In Nursing Update</u>	9.	Randy Hudspeth presented an update on the Idaho Alliance of Leaders In Nursing. Changing name to Idaho Center for Nursing. He also presented information regarding the most recent workforce data.
<u>Executive Session</u>  <u>Motion to go into Executive Session pursuant to Idaho Code §74-206(1)(f); Approved.</u>  <u>Motion to exit Executive Session and return to Regular Session; Approved.</u>	10.	Executive Session (Zoom Breakout Room)  Motion to go into Executive Session pursuant to Idaho Code §74-206(1)(f) to communicate with legal counsel regarding current litigation.  Motion made, seconded, and approved. Roll call taken by Board staff.  Motion to Exit Executive Session and Return to Regular Session; Motion made, seconded, and approved.
<u>APRN Compact Legislation</u>  <u>Motion to adopt the new APRN Compact language; Approved.</u>	11.	Russ Barron presented updated APRN Compact language from recent NCSBN Annual Meeting. The updated compact needs 7 states to pass enabling legislation before implementation can occur.  Motion was made, seconded, and approved that the Board adopt the legislative proposal containing the new APRN Compact language and delegate authority to the Executive Director to continue with the legislative process.
<u>Budget Update</u>	12.	Budget Update discussed by Corrine Dalzell. She reviewed the quarterly finance report and reported savings due to no travel because of COVID-19.
<u>Cash Policy</u>  <u>Motion to adopt the Cash Policy as presented; Approved.</u>	13.	Russ Barron presented the Cash Policy. Policy Number VII-Governance-14. He provided historical information as to why the policy needed to be reviewed annually to determine any changes.  Motion made, seconded, and approved to adopt the Cash Policy as presented.
<u>Administrative Rules Proposed Changed</u>  <u>Motion to adopt the proposed rules as pending rules; Approved.</u>	14.	Russ Barron presented the Administrative Rules with proposed changes. The changes are from the July Board meeting.  Motion was made, seconded, and approved that the Board adopt the proposed rules as presented at the meeting and authorizing having them published as pending rules in the next available edition of the Idaho Administrative Bulletin as well as delegating authority to the Executive Director to complete the rule promulgation process.

<u>Public Comment</u>	15.	One guest offered comment on LPN Temporary License.
<u>APRN Discipline Activities for the APRN Compact</u>  <u>No Action Required</u>	16.	Andrea Anzalone presented historic and ongoing APRN enforcement activities and questioned whether the Board's philosophy should include a more formal approach to discipline.  Will revisit in February to review the process and share what she has learned from working with other boards in IDOPL.
<u>Education Faculty Qualifications</u>  <u>Motion to adopt the Interpretive Statement regarding IDAPA 24.34.01.640.02 with modifications;</u> <u>Approved.</u>	17.	Sarah Phipps presented an Interpretive Statement to clarify IDAPA 24.34.01.640.02.bii. The statement clarifies primary responsibility for faculty of record.  Motion was made, seconded, and approved that the Board adopt the Interpretive Statement regarding IDAPA 24.34.01.640.02 with the changes discussed during the meeting.
<u>Faculty and Administrator Approval Requests</u>  <u>Motion to approve Idaho State University and Northwest Nazarene University's request for approval of Faculty and Administrators;</u> <u>Approved.</u>	18.	Sarah Phipps presented 3 individuals requesting Faculty/Administrator approval.  Motion was made, seconded, and approved that the Board approve Idaho State University and Northwest Nazarene University's request for approval of Faculty and Administrators.
<u>Nursing Education Program Policy</u>  <u>Motion to approve the Education Program Policy with changes discussed;</u> <u>Approved.</u>	19.	Sarah Phipps presented the Nursing Education Program Policy draft. The Board discussed the policy and suggested several edits.  Motion made, seconded, and approved that the Board approve the Nursing Education Program Policy with the changes discussed during the meeting and revoke any and all previously approved former policies or guidelines that contradict the policy as approved during the meeting.
<u>Annual Overview of Education Programs</u>	20.	Sarah Phipps presented the Annual Overview of Education Programs. Board discussed the barriers to LPN enrollment. The Board directed staff to draft a Position Statement on Simulation within nursing education.
<u>Staff Q&amp;A</u>	21.	Staff Q&A. Discussion on how the move to the Chinden Campus and the formation of IDOPL is impacting staff.

<p><u>Ethics Statement</u></p> <p><u>Motion to adopt the Ethics Statement with the proposed changes; Approved.</u></p>	22.	<p>Sarah Phipps presented the draft Ethics Statement. The Board made several edit suggestions. Item will return on the February Consent Agenda.</p> <p>Motion made, seconded, and approved that the Board adopt the Ethics Statement with the proposed changes discussed during the meeting.</p>
<p><u>Board Meeting Dates</u></p> <p><u>Motion made to accept 2021 Fall Board Meeting dates; Approved.</u></p>	23.	<p>Board Meeting Dates discussed by board members.</p> <p>Motion made, seconded, and approved to adopt the following board meeting date: November 4 and 5, 2021.</p>
<p><u>Director Updates</u></p>	24.	<p>Director Updates by Russ Barron. Discussed staffing changes and move to Chinden Campus. Shared update to rules and legislation and the results of the recent LSO audit. Russ is now on the NCSBN Financial Committee and will share updates from this in future meetings. He is also on the COVID-19 Vaccine Committee as an Ex Officio Member along with Judy Taylor. Looking for a Consumer Member to fill vacancy on Board, preferred they live in Eastern, Idaho to enhance geographic coverage.</p>
<p><u>Travel Requests</u></p> <p><u>Motion made to approve travel requests; Approved.</u></p>	25.	<p>Katie Stuart and Jan Moseley were approved to go to NOAP 2021 Annual Conference in May 2021.</p> <p>Motion made, seconded, and approved that the Board approve the following travel requests: Katie Stuart and Jan Moseley to attend NOAP 2021 Annual Conference.</p>
<p><u>Meeting Minutes</u></p> <p><u>Motion to adopt the Meeting Minutes from the July 2020 board meeting; Approved.</u></p>	26.	<p>Meeting Minutes. One correction is required.</p> <p>Motion made, seconded, and approved that the Board adopt the Meeting Minutes from July 30 and 31, 2020 meeting as amended.</p>
<p><u>Consent Agenda</u></p> <p><u>Motion to accept consent agenda as amended; Approved.</u></p>	27.	<p>Consent agenda items for discussion. The Executive Committee Policy VII-Governance-6 was pulled from the Consent agenda for discussion to make corrections.</p> <p>Motion made, seconded, and approved to adopt the Consent Agenda as amended.</p>
<b><u>ADJOURNMENT</u></b>		
<p>The meeting Adjourned at 2:10 pm on Thursday 11/05/2020 and 12:56 pm on Friday 11/06/2020.</p>		

**MINUTES APPROVAL**

Signatures:

\_\_\_\_\_

*Chair*

\_\_\_\_\_

*Vice Chair*

DRAFT