

Meeting of the  
**IDAHO BOARD OF NURSING**

**MEETING MINUTES**

November 16, 2018

<u>Time and Place</u>	A special meeting of the Idaho Board of Nursing was held on November 16, 2018 at SpringHill Suites by Marriott, 424 East ParkCenter Blvd, Boise, ID.
<u>Presiding</u>	Vicki Allen, RN, Chair, Pocatello
<u>Call to Order</u>	The meeting was called to order at 8:00 a.m. MST and a quorum was declared.
<u>Members Present</u>	Vicki Allen, RN, Pocatello, Chair Jennifer Hines-Josephson, RN, Rathdrum Whitney Hunter, Consumer, Boise Jan Moseley, RN, Coeur d'Alene (by phone) Carrie Nutsch, LPN, Jerome, Vice Chair Rebecca Reese, LPN, Post Falls (by phone) Clayton Sanders, APRN, CRNA, Boise Merrilee Stevenson, RN, Wendell (by phone) Renée Watson, RN, Boise
<u>Staff Present</u>	Sandra Evans RN, Executive Director Susan Odom, PhD, RN, Associate Executive Director
<u>Other Attendees Present</u>	Karen Sheehan, DAG, Board Counsel
<u>Welcome</u>	The Chair welcomed those present and reviewed safety and emergency response steps.

**NEW BUSINESS**

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| <u>Motion to accept the ED Notice of Retirement</u>       | 1. Board members reviewed Board Governance Policy VII-15, "Executive Director Succession" and the NCSBN <i>Executive Succession Tool Kit</i> , after which they took action to accept the "Notice of Retirement" from the Executive Director dated 11/01/18.  |
| <u>Motion appointing the ED Search Committee</u>          | 2. Following discussion, members appointed Governance Committee members V. Allen, C. Nutsch and J/ Hines-Josephson; and Board members C. Sanders and W. Hunter as the Search Committee charged to "initiate the task of defining qualifications of the executive director, recruiting prospective candidates and screening and selecting candidates for consideration by the full Board". |
| <u>Agenda Items Tabled for the Next Quarterly Meeting</u> | 3. Members tabled discussion and action on the following agenda items until the next quarterly meeting of the Board:<br>a) Determination of date of retirement for current executive director<br>b) Determination of initial date of employment for new executive director<br>c) Appointment of Interim Executive Director if necessary   |

Next Meeting of Search Committee

4. Following discussion, members directed staff to arrange a preliminary teleconference meeting of the Search Committee in early January 2019 to plan their initial meeting to be held prior to the scheduled January 1-February 2, 2019 Board of Nursing meeting.


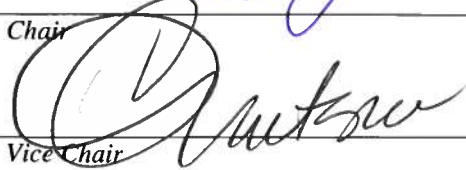
**ADJOURNMENT**

Adjournment

There being no further business, the meeting adjourned at 9:30 am MST.

**MINUTES APPROVAL**

Signatures:

	1-31-19
Chair	Date
	1/31/2019
Vice Chair	Date