

# WYOMING STATE BOARD OF NURSING

Board Meeting Minutes

April 5 – 8, 2010

Voting Numbers on all decisions and motions are as follows: IN FAVOR – OPPOSED – ABSTAINING – ABSENT

SUBJECT	DISCUSSION	ACTION TAKEN	ACTION REQUIRED
Call to Order		Meeting called to order by President Clausen at 12:30 p.m. , April 5, 2010.	
Declaration of Quorum		President Clausen declared a quorum present.	
Reordering of Agenda			
Dr. Walter Presentation	Dr. Walter provided discussion and a Power Point presentation regarding substance use disorders in order to provide direction in considering discipline cases involving SUD.		No Action Required
Executive Session		The Board entered into Executive Session at 3:00 p.m. on April 5, 2010, for attorney consultation. The Board resumed open session at 3:42 p.m.	
Wyoming Professional Assistance Program (WPAP)	Attorney Nancy Freudenthal and Members of the WPAP Board of Directors, Cheryl Koski, Kevin Bohnenblust, Dr. Hogarty and Dr. Norwood were present to discuss issues presented by the WSBN. Mr. Bohnenblust recognized WSBN's concerns and expressed hope that the members present from the WPAP Board demonstrated their serious concern for these issues.	The Board entered into Executive Session at 8:48 a.m. on Tuesday April 6, 2010. The Board resumed open session at 9:30 a.m. <ul style="list-style-type: none"> <li>• Motion made by Member Deselms and seconded by Member Burr to not renew the Board's contract with WPAP after it expires June 30, 2010. Motion carried 6-0-0-1. Member Carruthers was absent.</li> <li>•</li> <li>• Motion made by Member Burr and seconded by Member Williamson to approve minutes of the February 18, 2010, special board teleconference as presented. Motion carried 5-0-0-2. Member Deselms and Member</li> </ul>	
Special Board Teleconference Minutes February 18, 2010	<ul style="list-style-type: none"> <li>• Minutes of the February 18, 2010, special board teleconference were reviewed.</li> <li>• The Board also noted that Senator Massie's name was spelled incorrectly in the minutes of the January 2010 Board meeting and</li> </ul>		JoAnn Reid, Executive Assistant, to finalize minutes and post to website.

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	Representative Stubson was the actual sponsor for House Bill 32.	<p>Carruthers were absent.</p> <ul style="list-style-type: none"><li>• Motion made by Member Burr and seconded by Member Williamson to amend the minutes from the January 2010 Board meeting to correct the reference to the sponsor of House Bill 32 amending the Nurse Practice Act. Motion carried 5-0-0-2. Member Deselms and Member Carruthers were absent.</li></ul>	
Committee Assignments	<p>President Clausen and Mary Kay Goetter, Executive Director, discussed the changing needs of the Board and Committees. President Clausen noted that the Practice and Education Committees are not as busy as the Application Review and Discipline Committees. Attorneys Walters and Chambers discussed the advantages and disadvantages of spreading the discipline cases across to Board and that not all investigations require review by a licensed nurse and can be done by the Consumer Board Member. Discipline cases would be assigned according to the type of case. President Clausen discussed the difficulty of the President being a member of a Committee due to time constraints involving Board representation.</p> <p>Dr. Goetter expressed the need for the Legislative Committee to meet during the regularly assigned time period for all Committees and the importance of maintaining a working “wish list” for future changes to the Nurse Practice Act and Administrative Rules and Regulations.</p>	<p>By consensus, the Board agreed to the following Committee structures:</p> <p>Discipline: assigned by ED on a case-by-case basis; Application Review: Vice President Wasserburger and Secretary Herman; Practice: Member Burr, Member Williamson and Member Carruthers; Education: Member Deselms and Member Carruthers; Legislative: President Clausen and Secretary Herman</p>	

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Board Member Orientation	Dr. Goetter provided a Power Point presentation providing an overview of the WSNB mission and function.		
Attorney General Education	Attorney Chambers discussed ethics, specifically, the Board Member Code of Conduct adopted from the North Carolina Board of Nursing and what constitutes a quorum of the Board.		
Compliance and Discipline	<ul style="list-style-type: none"><li>• Statistics: The Board reviewed discipline and application review statistics. Dr. Goetter discussed the possibility of developing a discipline matrix much like the application review matrix to delegate routine decision-making, based on past board decisions, to Board Staff.</li><li>• Archive Audit: Dr. Goetter informed the Board of the discipline archive audit to ensure all discipline files are being reported correctly in the KNurse database.</li><li>• NCSBN Board Discipline Evaluation: Secretary Herman and Member Burr participated in the completion of the NCSBN Board Discipline Evaluation Survey. Secretary Herman reported areas of weakness seemed to be educating the public on how to file a complaint. Discussion of possibly aiding the facilities in developing a process to pass along to consumers such as: toll free number; pamphlets, public service announcement. It was decided the Committee will continue to meet and formulate</li></ul>		<p>Board Staff to draft matrix for discipline decision-making.</p> <p>Board staff to conduct routine audits on an as-needed basis.</p> <p>Nella Martinez, Legal Assistant will draft progress of the Board Discipline Evaluation Committee for continued review during the July 2010 meeting.</p>

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	<p>an action plan.</p> <ul style="list-style-type: none"><li>• Unintentional Drug Poisoning: Dr. Goetter encouraged Board Members to review the article <i>Unintentional Drug Poisoning in the U.S.</i></li><li>• NPDB-HIPDB: Dr. Goetter informed the Board of letter sent to Governor regarding HRSA compliance and how the Board Staff will research data mismatches. Mary Beth Stepan, Assistant Executive Director and Practice and Education Coordinator, explained Section 1921 that essentially combines the NPDB and HIPDB and is available to more entities.</li><li>• Dr. Goetter introduced the new AWEC Compliance Consultant James Hibbits.</li><li>• ARC Report: President Clausen voiced concern that the continued competency requirements currently in NPA/ARR need to be reviewed, specifically to look at the existing rule that allows continuing education to substitute for professional work experience. This should be added to the “wish list” for the NPA and Administrative Rules and Regulations.</li><li>• DC Report: Member Williamson and Dr. Goetter are currently reviewing five or six active cases. Dr. Stepan informed the Board that April 15, 2010, is the deadline for Dr. Mary Calkins, RN #14235; Docket No. 06-7-030 to file a notice of appeal.</li></ul>		<p>Board staff will work with HRSA and NPDB-HIPDB to resolve conflicting data.</p> <p>Ms. Reid will add review of continued competency requirements to the “wish list”.</p>

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<ul style="list-style-type: none"><li>• Settlement Agreement, Stipulation and Order on Website: Ms. Reid reported the work is complete for the “Members Only” and “Disciplinary Cases” portions of the website and that staff will begin loading documents on the site in the coming weeks.</li><li>• Deliberations for Settlement Agreements: the Board discussed discrepancies in information provided by attorneys regarding deliberations of settlement agreements. Attorney Chambers explained the difference between deliberating after a hearing and deliberating a settlement agreement that has already been signed by the licensee. The Board also discussed whether the Hearing Officer should be present during the deliberation of evidence presented during a disciplinary hearing.</li></ul>	<ul style="list-style-type: none"><li>• It is the consensus of the Board without a motion and upon the advice of attorneys that all signed Settlement Agreements, Stipulations and Orders will be discussed in open session.</li><li>• Motion made by Member Burr and seconded by Vice President Wasserburger to remove item “V” from the agenda for April 6, 2010 (Executive Session). Motion carried 6-0-0-1. Member Carruthers was absent.</li><li>• Motion made by Member Burr and seconded by Member Deselms to seek an opinion from the state Attorney General on whether the Board of Nursing may have the hearing officer present during deliberations of evidence presented during a disciplinary hearing. Motion carried 6-0-0-1. Member Carruthers was absent.</li></ul>	<p>Ms. Reid and Debra Ball, Discipline Assistant will work to post all Settlement Agreements, Stipulations and Orders for the last ten years to the website. Ms. Reid will provide training to the Board and staff regarding the Members Only portion of the website.</p> <p>Dr. Goetter will request an official opinion from the Attorney General.</p>	
Docket No. 08-9-409 & 09-407; Mary Adams, RN #17061	The Board reviewed the Settlement Agreement, Stipulation and Order for Mary Adams, RN #17061.	Motion made by the Discipline Committee to accept the Settlement Agreement, Stipulation and Order for voluntary surrender. Motion carried 4-0-2-1. Members Williamson and Burr abstained from voting as members of the DC. Member Carruthers was absent.	Ms. Martinez will obtain required signatures for all approved Settlement Agreements, Stipulations and Orders and report discipline to NPDB and HIPDB as applicable.

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Docket No. 08-031; Julie Bauer, LPN #6805	The Board reviewed the Settlement Agreement, Stipulation and Order for Julie Bauer, LPN #6805.	Motion made by the Discipline Committee to accept the Settlement Agreement, Stipulation and Order for a Letter of Reprimand. Motion carried 4-0-2-1. Members Williamson and Burr abstained from voting as members of the DC. Member Carruthers was absent.	
Docket No. 09-395; Lynn Meier, RN #22700	The Board reviewed the Settlement Agreement, Stipulation and Order for Lynn Meier, RN #22700.	Motion made by the Discipline Committee to accept the Settlement Agreement, Stipulation and Order for a Conditional License with Stayed Suspension. Motion carried 4-0-2-1. Members Williamson and Burr abstained from voting as members of the DC. Member Carruthers was absent.	
Docket No. 09-384; Karen Nemitz, RN #25375	The Board reviewed the Settlement Agreement, Stipulation and Order for Karen Nemitz, RN #25375.	Motion made by the Discipline Committee to accept the Settlement Agreement, Stipulation and Order for a Letter of Reprimand. Motion carried 5-0-1-1. Member Williamson abstained from voting as a member of the DC. Member Carruthers was absent.	
Docket No. 09-299; Kelly Robinson, aka Ford, Schweda, RN #14072	The Board reviewed the Settlement Agreement, Stipulation and Order for Kelly Robinson, RN #14072.	<ul style="list-style-type: none"><li>• Motion made by the Discipline Committee to amend the Settlement Agreement, Stipulation and Order from three years to two years with minimal supervision. Motion carried 5-0-1-1. Member Williamson abstained from voting as a member of the DC. Member Carruthers was absent.</li><li>• Motion made by the Discipline</li></ul>	

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		Committee to accept the amended Settlement Agreement, Stipulation and Order for Conditional License. Motion carried 5-0-1-1. Member Williamson abstained from voting as a member of the DC. Member Carruthers was absent.	
Docket No. 08-9-401; Michelle Braman, APRN #17835.0273	The Board reviewed the Settlement Agreement, Stipulation and Order for Michelle Braman, APRN #17835.0273.	Motion made by the Discipline Committee to accept the Settlement Agreement, Stipulation and Order for Conditional License. Motion carried 4-0-2-1. Members Williamson and Burr abstained from voting as members of the DC. Member Carruthers was absent.	
Docket No. 07-8-076 & 07-8-096; Jeffrey Green, APRN #18112.0679	President Clausen turned control of the meeting over to Vice President Wasserburger and recused herself from discussion and review of the Settlement Agreement, Stipulation and Order for Jeffrey Green, APRN #18112.0679	Motion made by the Discipline Committee to approve the Settlement Agreement, Stipulation and Order for Conditional License. Motion carried 4-0-2-1. Member Williamson abstained from voting as a member of the DC. President Clausen abstained from voting due to conflict. Member Carruthers was absent. President Clausen regained control of the meeting.	
Docket No. 09-127; Michelle Giffin, RN #19499	The Board reviewed the Settlement Agreement, Stipulation and Order for Michelle Giffin, RN #19499.	Motion made by the Discipline Committee to accept the Settlement Agreement, Stipulation and Order for a Letter of Reprimand. Motion carried 5-0-1-1. Member Williamson abstained from voting as a member of the DC. Member Carruthers was absent.	
Docket No. 02-093, 05-6-148 & 07-8-065; Kimberly	The Board reviewed the Settlement Agreement, Stipulation and Order for Kimberly Shaffer, RN #20775.	Motion made by the Discipline Committee to accept the Settlement Agreement, Stipulation	

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Shaffer, RN #20775		and Order for Voluntary Surrender. Motion carried 4-0-1-1. Members Williamson and Burr abstained from voting as members of the DC. Member Carruthers was absent.	
Docket No. 07-8-077; Trudy Meehan, RN #22387	The Board reviewed the Settlement Agreement, Stipulation and Order for Trudy Meehan, RN #22387.	Motion made by the Discipline Committee to accept the Settlement Agreement, Stipulation and Order for Conditional License. Motion carried 5-0-1-1. Member Williamson abstained from voting as a member of the DC. Member Carruthers was absent.	
Docket No. 07-8-039; Cheryl Flores, RN #19118	The Board reviewed the modified Settlement Agreement, Stipulation and Order for Cheryl Flores, RN #19118. The original agreement was rejected during the January 2010 Board meeting.	Motion made by the Discipline Committee to accept the Settlement Agreement, Stipulation and Order for Conditional License. Motion carried 5-0-1-1. Member Williamson abstained from voting as a member of the DC. Member Carruthers was absent.	
Docket No. 09-431 & 09-468; Sara Russell (Childers), RN #19158	The Board reviewed the Settlement Agreement, Stipulation and Order for Sara Russell, RN #19158.	Motion made by the Discipline Committee to accept the Settlement Agreement, Stipulation and Order for Voluntary Surrender. Motion carried 5-0-1-1. Member Williamson abstained from voting as a member of the DC. Member Carruthers was absent.	
Docket No. 07-8-036; Randi Hamm, RN #21467	The Board reviewed the Settlement Agreement, Stipulation and Order for Randi Hamm, RN #21467.	Motion made by the Discipline Committee to accept the Settlement Agreement, Stipulation and Order for Voluntary Surrender. Motion carried 5-0-1-1. Member Williamson abstained from voting as a member of the DC. Member Carruthers was absent.	



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Docket No. 09-076; Jackson Quick, RN #22578	The Board reviewed the Settlement Agreement, Stipulation and Order for Jackson Quick, RN #22578.	Motion made by the Discipline Committee to accept the Settlement Agreement, Stipulation and Order for a Letter of Reprimand. Motion carried 5-0-1-1. Member Burr abstained from voting as a member of the DC. Member Carruthers was absent.	
Docket No. 07-08-099; Laura Schaub, LPN #6629	Attorney Chambers explained that because a Petition and Complaint has been filed the Discipline Committee is not able to dismiss this case. The Board must accept dismissal.	Motion made by the Discipline Committee to accept the recommendation for dismissal of hearing. Motion carried 4-0-2-1. Members Williamson and Burr abstained from voting as members of the DC. Member Carruthers was absent.	Attorney Chambers will prepare an order of dismissal for the next conference call.
Docket No. 09-081; Clifford Christiansen, CNA Applicant	Petition and Complaint has been filed and the Application Review Committee is not able to dismiss this case.	Motion made by the Application Review Committee to accept the recommendation for dismissal of hearing. Motion carried 4-0-2-1. President Clausen and Vice President Wasserburger abstained from voting as members of the ARC. Member Carruthers was absent.	Attorney Chambers will prepare an order of dismissal for the next conference call.
Hearing Docket No. 08-092 & 08-092A; Shanna Herrera, LPN #5873	The Board heard the testimony and reviewed the evidence presented during an administrative hearing.	<ul style="list-style-type: none"><li>• Motion made by Member Deselms and seconded by Vice President Wasserburger to enter into Executive Session at 1:45 p.m. on April 8, 2010, to consult with Attorney Chambers regarding the disciplinary case against Shanna Herrera and to discuss contracts. Motion carried 6-0-0-1. Member Carruthers was absent.</li><li>• The Board resumed open session and a motion was made by Vice President Wasserburger and seconded by</li></ul>	Attorney Chambers to draft Order for Revocation?

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		Member Deselms: “In the case of Shanna Herrera, LPN, the WSBN will enter a default judgment against Ms. Herrera and revoke her license.” Motion carried 4-0-2-1. Members Burr and Williamson abstained from voting as members of the DC. Member Carruthers was absent.	
Wyoming Department of Health Mental health & Substance Abuse Services Division	Dr. Stepan reported that Roger McDaniel, JC, M-DIV, Deputy Director, is doing a survey to revise the state mental health and substance abuse plan as a research base to substance abuse treatment. The decision has not been made if they will seek funding for a 1-2 year pilot project.		No Action Required
Wyoming Center for Nursing & Health Care Partnerships	Dr. Stepan informed the Board the University of Wyoming is sponsoring the statewide faculty meeting this year in Casper. The Education Advisory Committee is scheduled to meet during this meeting at 6:30 p.m. on May 23 <sup>rd</sup> . Attorney Chambers and Member Deselms will attend.		No Action Required.
State of Wyoming Surplus Property Agreement	The Board reviewed the Surplus Property Agreement.	Motion made by Vice President Wasserburger and seconded by Member Deselms to approve the State of Wyoming Surplus Property Agreement allowing staff to purchase and sell items to Surplus Property. Motion carried 6-0-0-1. Member Carruthers was absent.	Cindy Stillahn, Fiscal & HR Coordinator will return signed agreement to Surplus Property.
Budget	The Board reviewed the Administrative and Nurse Aide Budget. President Clausen asked that the Budget report be placed as		Ms. Reid to ensure Budget is placed on agenda and Ms. Stillahn will have

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	a standing item on the agenda.		report ready for next meeting.
Summary of Education Programs	The Board reviewed the Summary of Education Programs and Dr. Stepan explained this information is obtained from annual report.		No Action Required
Education Advisory Committee Report	Dr. Stepan presented the annual report form that was revised by the Education Advisory Committee. Committee said the previous form did not provide enough information or speak to some of the unique issues regarding retention rates. The Board made additional suggestions for modifications to the form in order to record the types of program withdrawals that affect retention rates.	Motion made by the Education Committee: 1. To express the board's appreciation to the Nurse Educators of Wyoming (NEW) for revising the data collection portion of the Annual Nursing Education Program Report; and 2. To incorporate the revisions suggested by NEW into the Annual Report so that data collection accurately reflects NCLEX pass rates (1 <sup>st</sup> time and within 6 months) and provides more accurate information about program retention rates to inform appropriate program revisions. Motion carried 6-0-0-1. Member Carruthers was absent.	Dr. Stepan will draft a letters conveying the content of the motions made by the Education Committee.
Casper College	The Board reviewed the Leveled Course Outcome and NRST 1970 Course Syllabus.	Motion made by the Education Committee to acknowledge receipt of the following: 1. Revised NRST 1970 course syllabus which reflects appropriate evaluation criteria for the theory and clinical portions of this course; and 2. Leveled course outcomes for the nursing courses related to the PN and ADN options. The WSBN suggests that the faculty consult the <i>Standards of Practice and Educational Competencies of Graduates of</i>	

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		<p><i>Practical/Vocational Nursing Programs</i> from the National Association for Practical Nurse Education and Service to refine program and course outcomes for the PN program as well as to identify competencies for each outcome.</p> <p>Motion carried 6-0-0-1. Member Carruthers was absent.</p>	
Central Wyoming College	<p>The Board reviewed the Report of Site Visit and Notice of Acceptance to the Master's Program for Marcia Male and Jane Johnston. Kathy Wells, DON, was present by phone.</p>	<p>Motion made by the Education Committee:</p> <ol style="list-style-type: none"><li>1. To recommend continued full approval of the CWC Nursing Education Program. The director and faculty are to be commended for their prompt response to the WSBN's concerns by instituting a task force to address student retention issues. It is apparent that strategies related to program admission criteria and revised exams and testing may have led to higher rates of student success.</li><li>2. To congratulate Marcia Male and Jane Johnston on their acceptance into the University of Wyoming, Nurse Educator option of the Master's Program in Nursing for the fall semester of 2010. The WSBN looks forward to receiving Jane Johnston's timeline for completing the program.</li></ol> <p>Motion carried 6-0-0-1. Member Carruthers was absent.</p>	
Laramie County Community College	<p>The Board reviewed Faculty Qualification Sheets for Evie Brennan, Geoff Green, Molly McNeely, M. Elvira Mendoza and</p>	<p>Motion made by the Education Committee to acknowledge receipt of Faculty Qualification Sheets from:</p>	

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	Susan Tigie.	<ol style="list-style-type: none"><li>1. Evie Brennan</li><li>2. Geoff Green</li><li>3. Molly McNeely</li><li>4. Elvira Mendoza</li><li>5. Susan Tigie</li></ol> <p>The WSBN looks forward to receiving the <i>Plan of Study and Timeline</i> as well as documentation of “10 clock hours of educational principles and methods of teaching, learning and evaluation of performance outcomes” for Evie Brennan and Susan Tigie. The WSBN congratulates LCCC for recruiting adjunct faculty with such rich and diverse clinical backgrounds. Motion carried 6-0-0-1. Member Carruthers was absent.</p>	
Northern Wyoming Community College	The Board reviewed the notice of Julie Jordan’s resignation and the Action Plan to address NCLEX pass rate.	<p>Motion made by the Education Committee to acknowledge receipt of NWCCD’s plan to improve NCLEX 1<sup>st</sup> time pass rates that were 67% (Gillette) and 74% (Sheridan) during 2009 after being 92% (Gillette) and 78% (Sheridan) in 2008. The WSBN requests a written report in July, 2010, and October, 2010, that documents and evaluates outcomes related to the different strategies employed by each campus. The WSBN also appreciates knowing of the resignation of Julie Jordan. Motion carried 6-0-0-1. Member Carruthers was absent.</p>	
Northwest College PN Outreach Program	Cody Nielson, Director of Nursing, was present by phone. The Board reviewed the site visit report. Dr. Stepan informed the Board she and Site Visitor Judy Turner paid special attention to the 2008 site	<p>Motion made by the Education Committee to recommend full approval of the Northwest College Practical Nursing Outreach Program and to commend the Nurse Administrator and the PN</p>	

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	visit report and every deficiency that was noted has been corrected.	program faculty on the significant effort made to successfully correct the deficiencies noted in the Spring 2008 WSBN site visit. Motion carried 6-0-0-1. Member Carruthers was absent.	
University of Wyoming BRAND Program	Dr. Mary Burman, Nursing Program Dean, was present by phone. The Board reviewed the BRAND program site visit report.	Motion made by the Education Committee to recommend full approval of the University of Wyoming BRAND program for 8 years and to commend the faculty on the NCLEX pass rate of 94% for the class of 2009. Motion carried 5-0-1-1. Member Deselms abstained from voting. Member Carruthers was absent.	
Western Wyoming Community College	The Board reviewed the resume of new faculty member Lisa Silcox.	Motion made by the Education Committee to acknowledge receipt of Lisa Silcox's resume, program of study at Western Governor's University and enrollment in an online course <i>Clinical Faculty: A New Practice Role</i> which meets the WSBN requirement for 10 hours of teaching/learning theory. Although completion of the AD to MS program in three years is ambitious, strong mentoring and a part time schedule will set Ms. Silcox up for success. Motion carried 6-0-0-1. Member Carruthers was absent.	
Rio Salado	Dr. Stepan informed the Board when she contacted the program to inquire if she could observe the NLNAC site visit she was told the program has been closed. It was her understanding they finished their cohort and were not accepting any more students.		No Action Required.
Mountain Plains Health Consortium	Dr. Stepan updated the Board on the status of the online IV Therapy		Ms. Reid will provide link to IV Therapy

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	refresher course. It is complete with the exception of the video component. When the program is available a link will be provided on the WSBN website.		refresher course when it becomes available.
Request for Support	Dr. Goetter informed the Board of her email of support to the University of Wyoming for a grant to develop a RN to MSN program. She is not aware of when they will be notified of grant approval.		
APRN Advisory Committee Report	Dr. Stepan updated the Board on the last APRN Advisory Committee meeting and the topics of discussion such as midwives who will be regulated under the new law being supervised or under the direction of a Certified Nurse Midwife; since this is brand new legislation regulating midwives, WSBN's Administrative Rules and Regulations do not provide for this type of supervisory relationship. Title protection and the "APRN Tool Kit" were also discussed. The APRN Advisory Committee presented a tentative meeting schedule as follows: June 15, 2010; September 7, 2010; and December 14, 2010.		Collaborate with Attorney Chambers and the Legislative Committee to consider drafting language in our NPA and/or ARR to include supervision of ?????MIDWIVES.
New Standards for Neonatal Nursing Education	Provided for informational purposes only.		No Action Required.
Practice Advisory Opinions	The Board discussed the revision of some of the current Advisory Opinions and there was discussion regarding delegating to unlicensed personnel. Member Deselms voiced concerns that EMTs can only take orders from physicians or physician's assistants and medical	Motion made by the Practice Committee to rescind Practice Advisory Opinions 02-177 <i>Delegation of Medication administration-RN</i> and 09-188 <i>Education of unlicensed Personnel-RN</i> to be replaced with the revised Practice Advisory	Dr. Stepan will revise Advisory Opinion and Ms. Reid will ensure correct opinions are placed on website.

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	assistants are working in offices with APRNs who are not allowed to delegate to them. Member Deselms expressed a desire to work with the Practice Committee on possible collaboration with other boards regarding this situation.	Opinion 09-189 <i>Education about Medication Administration to Unlicensed Personnel</i> which incorporates the content of all 3 opinions into one concise opinion. It is within the scope of nursing practice to provide education about medication administration to unlicensed personnel. Using the Decision Tree Model to guide this decision, the committee determined that providing education about medications to “friends of the family” is part of basic nursing education curriculum. Education of unlicensed personnel by a licensed nurse to administer life-saving medications in a life-threatening emergency is especially appropriate. Motion carried 6-0-0-1. Member Carruthers was absent.	
Executive Director’s Response to Nursing Administrators	Dr. Goetter informed the Board of her response to questions asked during Vice President Wasserburger’s presentation to nurse administrators during the Wyoming Hospital Association’s meeting in Sheridan in Oct 2009.		No Action Required.
Nurse Practice Act	The Board discussed the need for review of the Nurse Practice Act for possible modifications such as fining authority; allowing the Consumer Member to be President of the Board and title protection. President Clausen encouraged all Board Members to make a list of the changes they would like to make to the Nurse Practice Act and the Administrative Rules and Regulations. All Board Members now have a better understanding of		Board Members and staff will review NPA and Rules and Regulations and submit a list of possible changes to be discussed.



# WYOMING STATE BOARD OF NURSING

Board Meeting Minutes

April 5 – 8, 2010

Voting Numbers on all decisions and motions are as follows: IN FAVOR – OPPOSED – ABSTAINING – ABSENT

<b>SUBJECT</b>	<b>DISCUSSION</b>	<b>ACTION TAKEN</b>	<b>ACTION REQUIRED</b>
	the legislative process required to change the Nurse Practice Act.		
NCSBN	The Board reviewed the NCSBN Meeting Schedule and discussed who will attend the Delegate Assembly August 11-13, 2010. Dr. Goetter informed the Board she will attend the IT Summit May 11-12, 2010 and the Attorney/Investigator Symposium May 24-26, 2010. President Clausen will attend the APRN Roundtable May 19, 2010 and Secretary Herman and Member Williamson will attend the Unlicensed Nursing Assistive Personnel Workshop June 29-30.	Motion made by Member Deselms and seconded by Member Burr that President Clausen and Dr. Goetter will be delegates to the NCSBN Delegate Assmeby and Member Williamson and Vice President Wasserburger will be alternates from the Wyoming State Board of Nursing.	Dr. Goetter will work with NCSBN to determine resource fund eligibility for all conference attendees.
Executive Session	The Board requested to go into Executive Session at 3:40 p.m. on April 8, 2010 to continue discussion of contracts. Open session resumed at 4:25 p.m.	Motion made by Vice President Wasserburger and seconded by Member Deselms to go into Executive Session to discuss contracts. Motion carried 6-0-0-1. Member Carruthers was absent.	
“Hot Wash”	Dr. Goetter explained the intent of a “Hot Wash”. It signifies the wrap up of a meeting or event to discuss the actual meeting or event process, if all members felt that items were adequately addressed and process improvement suggestions for future meetings or events. The Board agreed this meeting was well organized and appropriate use of everyone’s time was considered. President Clausen expressed her appreciation that Attorney Chambers is consistently available and present during Board meetings and provides invaluable input and perspective. Specific suggestions for improving meetings: more frequent, short breaks; rearranging the room so that everyone present	Motion made by Member Deselms and seconded by Member Burr to meet July 6-9, 2010, for Board retreat and meeting at a location to be determined. Motion carried 6-0-0-1. Member Carruthers was absent.	Board staff will begin preparations for July Board meeting and retreat.  Dr. Goetter to write a note of appreciation to Mike Hubbard (Attorney Chambers’ supervisor) to express the board’s appreciation. Ms. Reid to purchase a chime and research

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	can face one another; and the use of a bell/chime to signify the end of breaks and the end of Executive Session so staff are aware that open session has resumed. Also discussed was the need to look into the availability of wireless internet and possibly a toll free number. President Clausen discussed the need to change the July Board Meeting dates from the originally planned 12-16. She would like to prepare for a “Board retreat” for Board education and strategic planning and then continuation of regular Board business. She asked that no hearings be scheduled during this week due to time constraints.		wireless Internet access for the board office as well as the feasibility of a toll free number for complaints only.
Letter from Kevin Bohnenblust	President Clausen wished to acknowledge receipt of a letter from Kevin Bohnenblust, Executive Secretary of the Board of Medicine.		No Action Required.
Dr. Stepan's Retirement	The Board acknowledged Dr. Stepan's for her time on staff of the WSBN and wished her well in her retirement.		No Action Required.

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Submitted by:

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JoAnn Reid, Executive Assistant, Recorder

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Kellie Clausen, RNC, WHCNP-BC, FNP, President

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Tracy Wasserburger, RNC, NNP-BC, Vice President

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Marguerite Herman, BA, MAT, MMC, Secretary