



# Wyoming State Board of Nursing

**Mission Statement:** Serve and safeguard the people of Wyoming through the regulation of nursing education and practice.

**Vision Statement:** Acknowledging the dynamic nature of healthcare provides the climate, collaboration and regulatory framework for nurses to practice to the fullest extent of their scope.

**Core Values:** Excellence, Ethics, Education, Safety and Competence.

## Regular Board Meeting Minutes

November 13, 2017

Wyoming State Board of Medicine (BOM)

130 Hobbs Ave., Suite A

Cheyenne, Wyoming 82002

877-278-2734; pin 517378

In accordance with the State of Wyoming Public Records Act, supporting documentation to the meeting minutes is a public record and is available upon a written request. The Board reserves the right to vary from the times and order of matters presented depending upon the need and necessity of facilitating the flow of business.

The following were present or presented reports during the meeting:

<p><u>Board Members</u>          Donna Nurss APRN, President (DN)          Marjory Christiansen RN, Vice President (MC)          Charlotte Mather RN, Secretary (CM)          Susan Howard RN (SH)          Stephen Delger, Public member (SD)          Helen Byrd RN (HB)          Kathy Cromer LPN (KC)</p>	<p><u>Staff</u>          Cynthia LaBonde, Executive Director (CL)          Jennifer Burns, Practice &amp; Education Consultant (JB)          Lori Cook, Office Support Specialist (LC)          Victoria Pike, Compliance &amp; Discipline/Licensing Manager (VP)          Kara Aguirre, Legal Assistant (KA)          Joey Clure, Investigative Assistant (JC)          Cindy Stillahn, Fiscal/HR (CS)</p> <p><u>Attorney General's (AG) Office</u>          Jim Peters, Advising Attorney (JP)          Jessica Frint, Prosecuting Attorney (JF)</p>	<p><u>Office of Administrative Hearings</u>          Tania Hytreck, Hearing Officer (TH)</p> <p><u>Court Reporter</u>          Kathy Kendrick, Wyoming Reporting Services</p> <p><u>Presenter</u>          Allan Cummings, ETS</p>
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### WSBN Board Business Meeting

**Monday, November 13, 2017**

**Board of Medicine Board Room**

President Donna Nurss (DN) called meeting to order at 8:07 a.m. Executive Director Cynthia Labonde (CL) conducted Roll Call and declared a Quorum.

(DN) called for reordering of the agenda. (CL) asked for AI#09 to be reordered. Motion approved by general consent.



### **AI#09 Fiscal/Budget update – (CS)**

- (CS) reported on 900 series/contracts, the Joint Appropriations Committee review, and the B11 request

**Motion:** *Motion was made and seconded to approve the B11 request and the Fiscal/Budget report as presented. Motion passed (7-0-0-0)*

### **AI#08 – Education Committee – CNA Testing Change Plan – (JB)**

- (JB) reported on CNA testing vendor change to Prometrics
- (JB) reported on new program approval; Millersville University PA

**Motion:** *Motion was made and seconded for CNA testing vendor change to Prometric. Motion passed (7-0-0-0)*

### **AI#01 Hearings**

At 8:36 a.m. President Nurss turned the floor over to Hearing Officer, Tania Hytreck, who presided over the hearings and introduced the procedural background.

- Shawna Ritter, CNA#22310, Docket No. 16-17-385-SD

Prosecuting Attorney, (JF) waived opening statement. Compliance & Discipline/Licensing Manager, (VP) summarized the motions and filings previously submitted in the case and gave evidence. Disciplinary Committee Member, (SD) was sworn in and gave testimony. (JF) showed burden of proof and presented closing remarks supporting motion for Letter of Reprimand (LOR) for Shawna Ritter, CNA #22310, Docket No. 16-17-385-SD. (JF) showed burden of proof and gave closing remarks supporting default of (LOR). Respondent failed to appear at hearing.

- Tina Jo Spencer, CNA #29010, Docket No. 15-16-179-01-SH/CM

Prosecuting Attorney, (JF) gave opening statement. (VP) summarized the motions and filings previously submitted in the case and gave evidence. Disciplinary Committee Members, Charlotte Mather (CM) and Sue Howard (SH) were sworn in and (SH) gave testimony. (JF) showed burden of proof and presented closing remarks supporting default for Suspension for Tina Jo Spencer, CNA #29010, Docket No. 15-16-179-01-SH/CM until compliant for 3 months, with conditional certification restrictions upon renewal due to failure to be compliant on previously issued 2017 order. Respondent failed to appear at hearing.

- Laura Inglesby, RN #25235, Docket No. 16-072-01-CM

Prosecuting Attorney, (JF) gave opening statement. (VP) summarized the motions and filings previously submitted in the case. (JF) discussed non-compliance with the previous conditional license placed on 7/12/2017. (CM) was sworn in and gave evidence. (JF) showed burden of proof and presented closing remarks supporting default for Suspension until 3 months compliant gave closing. Respondent failed to appear at the hearing.



## **AI#02 Executive Session – Right to Practice**

**Motion:** Motion made and seconded to enter into Executive Session for Right to Practice of a Professional Person and Legal Advice for Shawna Ritter, CNA#22310, Docket No. 16-17-385-SD. Motion carries (6-0-1-0). (In accordance with the Board Rules, members of the Disciplinary Committee abstained from voting)(DC: SD)

**Motion:** Motion made and seconded to approve the DC's recommendation for Letter of Reprimand (LOR) for Shawna Ritter, CNA#22310, Docket No. 16-17-385-SD. Motion Carries (6-0-1-0). (In accordance with the Board Rules, members of the Disciplinary Committee abstained from voting)(DC: SD)

**Motion:** Motion made and seconded to enter into Executive Session for Right to Practice of a Professional Person and Legal Advice for Tina Jo Spencer, CNA #29010, Docket No. 15-16-179-01-SH/CM. Motion carries (5-0-2-0). (In accordance with the Board Rules, members of the Disciplinary Committee abstained from voting)(DC: SH/CM)

**Motion:** Motion made and seconded to approve the DC's recommendation for Suspension until compliant for 3 months, with conditional certification restrictions upon renewal due to failure to be compliant on previously issued 2017 order for Tina Jo Spencer, CNA #29010, Docket No. 15-16-179-01-SH/CM. Motion Carries (5-0-2-0). (In accordance with the Board Rules, members of the Disciplinary Committee abstained from voting)(DC: SH/CM)

**Motion:** Motion made and seconded to enter into Executive Session for Right to Practice of a Professional Person and Legal Advice for Laura Inglesby, RN #25235, Docket No. 16-072-01-CM. Motion carries (7-0-1-0). (In accordance with the Board Rules, members of the Disciplinary Committee abstained from voting)(DC: CM)

**Motion:** Motion made and seconded to approve the DC's recommendation for Suspension until 3 months compliant for Laura Inglesby, RN #25235, Docket No. 16-072-01-CM. Motion carries (6-0-1-0). (In accordance with the Board Rules, members of the Disciplinary Committee abstained from voting) (DC: CM)

## **AI#08 Education Committee – CNA Testing Change Plan – (JB)(cont.)**

- (JB) reported on new program approval; Millersville University PA (cont.)

**Motion:** Motion was made and seconded for new program approval: Millersville University PA. Motion passed (7-0-0-0)

## **AI#04 Other Disciplinary Matters and Board Orders for Approval**

- Board Orders For Approval

**Motion:** Motion made and seconded to approve Board Order for Summary Suspension of Bridget Monroe (Eklund), RN #26450, Docket No. 17-055-CM (Summary Suspension). Motion carries (6-0-1-0). (In accordance with the Board Rules, members of the Disciplinary Committee abstained from voting)(DC: CM)



**Motion:** Motion made and seconded to approve Board Order for Summary Suspension of Kim Bird, RN #15341, Docket No. 17-099-MTX (Summary Suspension). Motion carries (7-0-0-0)

**Motion:** Motion made and seconded to approve Board Order for Summary Suspension of Jenny Persson, APRN 26130.1542, Docket No. 17-051-MTX (Summary Suspension). Motion carries (7-0-0-0)

**Motion:** Motion made and seconded to approve Board Order for Reinstatement for Kyle McDermott, CNA #27905, Docket No. 15-16-124-KC. Motion carried (6-0-1-0)(In accordance with the Board Rules, members of the Disciplinary Committee abstained from voting)(DC: KC)

Debra Bonnet, LPN #7324, Docket No. 17-006-MTX (Denial of Summary Suspension). Order not finalized.

**Motion:** Motion made and seconded to approve Board Order for Inactive Status for Michelle Zwaagstra, RN #20784 (Inactive Status). Motion carries (7-0-0-0)

- Voluntary Surrender

**Motion:** Motion made and seconded to approve Petition for Voluntary Surrender for Karen Palmer, RN #39548, Docket No.17-005-CM. Motion carries (6-0-1-0). (In accordance with the Board Rules, members of the Disciplinary Committee abstained from voting)(DC: CM)

(MC) Takes over meeting

**Motion:** Motion made and seconded to approve Petition for Voluntary Surrender for Teresa Cady, RN #16280 & APRN #1063, Docket Nos. 14-15-176-01-DN & 14-15-176-02-DN (6-0-1-0). (In accordance with the Board Rules, members of the Disciplinary Committee abstained from voting)(DC: DN)

(DN) Takes over meeting

## **AI#05 Executive Session – Right to Practice (not used)**

## **AI#06 Consent Agenda**

(SD) asks AI#06 b. ii. 6. Docket No. 17-069-SH, RN to be pulled

- a. Approval of Meeting Minutes
  - i. 10-9-2017 Special Teleconference Meeting
  - ii. 10-16-2017 Regular Board Meeting
- b. Disciplinary Matters
  - i. Dismissals
    1. Docket No. 17-059-MTX, CNA
    2. Docket No. 16-17-404-MTX, CNA
    3. Docket No. 16-17-438-SD, CNA
    4. Docket No. 16-17-415-MC, RN



- ii. Notice of Warning
  - 1. Docket No. 16-17-311-MTX, CNA
  - 2. Docket No. 17-012-MTX, RN
  - 3. Docket No. 16-17-361-MTX, LPN
  - 4. Docket No. 17-047-MTX, RN
  - 5. Docket No. 16-17-324-MTX, CNA
  - 6. Pulled
  - 7. Docket No. 17-037-MTX, RN
- iii. Settlement Agreements/Stipulations
  - 1. Kimberly Graham, RN #24735, Docket No. 16-17-348-CM (LOR)
  - 2. Chloe Schultz, CNA #27984, Docket No. 16-17-314-CM (LOR)
  - 3. Bonnie Stewart, RN #21086, Docket No. 16-17-439-MC (Conditional)
  - 4. Carly Jackson, RN #31513, Docket No. 16-17-335-SH (LOR)
  - 5. Britnee Opsal, RN #27525, Docket No. 16-17-265-01-HB (Suspension)
- c. Application Matters
  - i. Licenses/Certificates Issued
  - ii. Tier II
    - 1. Docket No. 17-106T2, CNA Applicant
    - 2. Docket No. 17-107T2, CNA Applicant
    - 3. Docket No. 17-108T2, RN Applicant
    - 4. Docket No. 17-109T2, CNA Applicant
    - 5. Docket No. 17-110T2, RN Applicant
    - 6. Docket No. 17-111T2, CNA Applicant
    - 7. Docket No. 17-112T2, CNA Applicant
    - 8. Docket No. 17-113T2, CNA Applicant
    - 9. Docket No. 17-114T2, RN Applicant
    - 10. Docket No. 17-115T2, CNA Applicant
    - 11. Docket No. 17-116T2, CNA Applicant
    - 12. Docket No. 17-117T2, CNA Applicant
    - 13. Docket No. 17-118T2, CNA Applicant
    - 14. Docket No. 17-123T2, CNA Applicant
    - 15. Docket No. 17-124T2, CNA Applicant
  - iii. Tier III
    - 1. Docket No. 17-073-CM, RN Applicant
    - 2. Docket No. 17-097-KC, RN Applicant
    - 3. Docket No. 17-096-KC, CNA Applicant
    - 4. Docket No. 17-119-KC, RN Applicant
  - iv. Denial - None

**Motion:** *Motion made and seconded to approve consent agenda as amended. Motion passes (7-0-0-0)*



### **AI#07 Executive Session – Right to Practice**

**Motion:** Motion made and seconded to enter into Executive Session for Right to Practice of a Professional Person and Legal Advice for Docket No.17-069-SH. Motion carries (6-0-1-0). (In accordance with the Board Rules, members of the Disciplinary Committee abstained from voting)(DC: SH)

**Motion:** Motion made and seconded to approve the DC's order for Notice of Warning (NOW) for Docket No.17-069-SH. Motion Carries (6-0-1-0). (In accordance with the Board Rules, members of the Disciplinary Committee abstained from voting)(DC: SH)

### **AI#10 License/certificate issuance delays (CL)**

- Steps taken to date including holding public forums x3
  - Discussion regarding procedural issues
- Analysis
  - Discussion Tabled

### **AI#03 Recorded/Taped Meeting Minutes**

- “Google Hangouts Meet” - Allan Cummings/Enterprise Technology Services (ETS)
  - Discussion regarding options, settings and best use
- Analysis (CL)

### **AI#10 License/certificate issuance delays (CL) cont.**

- Analysis
  - Resumed discussion
  - Straw vote: In favor of more meetings to deal with application matters? (1-5-1-0)
  - Board asks that the ARC work on the Matrix and bring it before the board at January 2018 meeting

**Motion:** Motion made and seconded to expand the role of the Board and staff to issue Tier II applications upon ED review/approval. Any concerns to be referred to ARC for review. Motion carries (7-0-0-0)

### **AI#11 Rules Promulgation, Chap 2/5 (CL)**

- Report
  - Discussion

**Motion:** Motion made and seconded to approve Rules Promulgation, Chap 2/5 report. Motion carries (7-0-0-0)



## **AI#12 Board Orders for Voluntary Surrender (TBA)**

(MC) Takes over meeting

***Motion:*** Motion made and seconded to approve Board Order for Voluntary Surrender for Teresa Cady, RN #16280 & APRN #1063, Docket Nos. 14-15-176-01-DN & 14-15-176-02-DN. Motion carries (6-0-1-0). (In accordance with the Board Rules, members of the Disciplinary Committee abstained from voting)(DC: DN)

(DN) Takes over meeting

***Motion:*** Motion made and seconded to approve Board Order for Voluntary Surrender for Karen Palmer, RN #39548, Docket No.17-005-CM. Motion carries (6-0-1-0). (In accordance with the Board Rules, members of the Disciplinary Committee abstained from voting)(DC: CM)

## **Other Business**

- ✓ Reminder - Board timesheet cannot include more than 8 hours per day.
- ✓ Discipline “list of names” on website can be removed. Employers will still be able to search with licensee name.
- ✓ Update regarding the out of town meeting in July at Sheridan, WY.
- ✓ Report on the eNLC trainings for staff November 14-15, 2017.

Meeting Adjourned 2:40 p.m.

Minutes submitted by: Lori Cook, Office Support Specialist II

Minutes reviewed by: Cynthia LaBonde, Executive Director  
Kara Aguirre, Legal Assistant  
Charlotte Mather, Board Secretary

Board Approved on: December 14, 2017