



**Wyoming State Board of Nursing**  
**Regular Meeting Minutes**  
**July 16-17, 2018**

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. Voting numbers on all decisions and motions are as follows: In Favor – Opposed – Abstaining – Absent.

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>          Marjory Christiansen RN, President (MC)          Susan Howard RN, Vice President (SH)          Helen Byrd RN, Secretary (HB)          Stephen Delger, Public (SD)          Cristy Dicklich-Cobb RN (CDC)          Wendy Wood Neeson APRN (WWN)  <i>Kathy Cromer LPN (KC) (absent)</i></p>	<p><u>Staff</u>          Cynthia LaBonde, Executive Director (CL)          Jennifer Burns, Practice &amp; Education Consultant (JB)          Caitlin Casner, Office Support Specialist (CC)          Kara Aguirre, Legal Assistant (KA)          Joey Clure, Investigative Assistant (JC)          Lisa Hastings, Licensing Supervisor (LH)          Cindy Stillahn, Fiscal/HR (CS)</p> <p><u>Attorney General’s (AG) Office</u>          Jim Peters, Advising Attorney (JP)</p>	<p><u>Guests:</u>          Elliot Vice, Director of Government Affairs, NCSBN          Anne Raga RN, Campbell County Health          Deb Tonn RN, Campbell County Health          Dee Gilson RN, Sheridan Memorial Hospital          Mike McCafferty CEO, Sheridan Memorial Hospital          Mary Litzel RN, Johnson County Healthcare          Crystal Smith RN, Johnson County Healthcare          Shanda Rodriguez RN, Johnson County Healthcare          Ann Aksamit RN, Sheridan Memorial Hospital</p>
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**Monday, July 16, 2018 Board Professional Development**

Called to order at 1:14 p.m. by Board President (MC).

AI#01 American Nurse Association (ANA) Code of Ethics: The Good and Prudent Nurse

- Discussed Nine Provisions set forth by ANA.
- Discussed Centers for Medicare and Medicaid Services Patient Rights.
- Discussed connection of Nine Provisions to discipline cases.

AI#02 National Policy Update by Elliot Vice, Director of Government Affairs, NCSBN

- Discussed eNotify implementation.
- Discussed Supreme Court’s North Carolina Dental Board v. Federal Trade Commission decision and effect on State Board oversight.
- Discussed telemedicine and its obstacles throughout healthcare.



**Tuesday, July 17, 2018**

**Committee of the Whole (COW) Work Session**

*(No board action will be taken, topics for discussion only)*

**AI #09 Committee Reports**

- Practice (HB)
  - Advisory Opinions have been updated; will be presented for approval.
- Legislative (SH)
  - Proposed revisions to Chapters 1 & 8; will be presented for approval.
- Education (SH)
  - Discussed possible expansion of CNA II or creation of CNA III.
  - Beginning process of contract approval for national certification exam for CNA II.
- Application Review (CM)
  - SD is new committee chair, CDC appointed to committee.
- Discipline (MC)
  - Settlement agreement language update postponed until Victoria Pike's return.

**Lunch with invited Guests 12:30 p.m. – 1:30 p.m.**

**WSBN Board Quarterly Business Meeting**

Called to order at 1:30 p.m. by Board President (MC). Roll called and quorum declared.

**AI #12 Public Forum**

- Discussed communication between Wyoming Nurses Association (WNA) and WSBN. JB and CL advised WNA is able to request agenda items for Board consideration and able to participate in committee meetings.
- Discussed outreach to members, including texting capabilities and Facebook.
- MC, JP explained rules promulgation process.
- Addressed APRN, population foci difficulties in facilities.

**AI#18 Operations Reports**

- Licensing (LH)
  - Reviewed office process for foreign applicants and third party credentialing.
- Compliance and Discipline (KA)
  - CDC questioned length of time between disciplinary action and enrollment with WPAP. KA clarified process of communication between WSBN and WPAP.
- Monitoring (KA)
  - No concerns voiced by Board.
- Fiscal/HR (CS)
  - Revenue estimates exceeded last biennium.
  - New biennium began July 1, 2018.
- Practice & Education (JB)
  - New advisory opinions to be approved by Board.
  - New Board database, Optimal Regulatory Board System (ORBS) to be implemented in 2019.



- Administration (CL)
  - CL in contact with Victoria Pike, will update on possible return when known.
  - Strategic Plan to be reviewed/revised in 2019.
  - August Board meeting will be held on August 2<sup>nd</sup> in conjunction with Contested Case Hearings; September Board meeting will be held on September 11<sup>th</sup> at 4 p.m.; Board will revisit dates/times at October meeting in Cheyenne.
  - Board agreed to invite David Benton, CEO, National Council of State Boards of Nursing (NCSBN) to April 2019 Board Meeting.

#### AI #13 Committee Recommendations/Board Actions

- Practice (HB)

**Motion:** *Motion made by HB and seconded by SD to rescind “Administration of OTC Meds Camp”, “Drug Administration by School Nurse”, and “Education of Unlicensed Personnel in Relation to Medications” Advisory Opinions. Motion passed (6-0-0-1).*

**Motion:** *Motion made by HB and seconded by SH to approve “Assuring Safe Health Care in Schools and Alternate Settings” Advisory Opinion. Motion passed (6-0-0-1).*

**Motion:** *Motion made by HB and seconded by SD to approve “Guidance for the Administration of Medication in Alternate Settings” Advisory Opinion. Motion passed (6-0-0-1).*

- Will present Advisory Opinion “Pharmaceutical Related Scope of Practice” at a future meeting.

- Education (SH)

**Motion:** *Motion made by SH and seconded by HB to approve the expiration and retiring of “LPN Basic and Advanced IV” Advisory Opinion. Motion passed (6-0-0-1).*

**Motion:** *Motion made by SH and seconded by HB to approve moving forward with contract for national Patient Care Tech exam with American Health Careers Testing Company to support CNA II expanded curriculum. Motion passed (6-0-0-1).*

**Motion:** *Motion made by SH and seconded by SD to approve the Sigma Marketplace Return to Nursing Online Refresher. Motion passed (6-0-0-1).*

**Motion:** *Motion made by SH and seconded by HB to approve the expiration and retiring of “LPN Basic and Advanced IV” Advisory Opinion. Motion passed (6-0-0-1).*

**Motion:** *Motion made by SH and seconded by HB to approve the revised version of “LPN IV-C Scope” Advisory Opinion. Motion passed (6-0-0-1).*

- Application Review (SD)
  - No requested motions.



- Legislative (SH)

***Motion:*** Motion made by SD and seconded by SH to approve and advance Chapters 1 and 8 to Public Comment session. Motion passed (6-0-0-1).

- Discipline (MC)
  - No requested motions.

#### AI#14 Consent Agenda

***Motion:*** Motion made by SD and seconded by SH to approve the Consent Agenda. Motion passed (6-0-0-1).

#### AI #15 Executive Session-Not Used

#### AI #16 Other Disciplinary Matters

***Motion:*** Motion made by HB and seconded by SH to accept the DC's recommendation to accept the stipulated motion for Inactive status for Kimberly Larson, APRN #18217.0308, Docket No. 16-17-390-WWN. Motion passed (5-0-1-1). (In accordance with Board rules, members of the Disciplinary Committee abstained from voting.) (DC: WWN).

#### AI# 17 Executive Session-Not Used

**Meeting adjourned at 4:07 p.m.**

Minutes submitted by: Caitlin Casner, Office Support Specialist II

Minutes reviewed by: Cynthia LaBonde, Executive Director  
Kara Aguirre, Legal Assistant  
Helen Byrd, Board Secretary

Board Approved on: 8/2/2018