



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

Special Board Meeting Minutes

July 11-13, 2016

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

Monday, July 11, 2016 Board Work Session

Joint Forces Readiness Center

The Work Session began at 10:56 a.m.

Introductions:

Executive Director (ED) Cynthia LaBonde requested all present to introduce themselves to new Board Members. The following were present:

Board Members:

Donna Nurss, APRN, Vice President
Marjory Christiansen, RN, Secretary
Kathy Cromer, LPN
Susan Howard, RN
Charlotte Mather, RN
Stephen Delger, Public
Helen Byrd, RN

Staff:

Cynthia LaBonde, Executive Director
Victoria Pike, Compliance & Discipline/Licensing Manager
Lori Hart, Practice & Education Consultant
Tasha Selfridge, Office Support Specialist

AI#01 Nancy Darbro, RN – Elements of Alternative to Discipline Programs

Provided presentation on Substance Use Disorders, Alternative to Discipline Programs and Alcohol Addiction and Recovery.

AI#02 Marvann Alexander, RN – NCSBN: Alternative to Discipline Program Implementation Assistance and Research

Provided presentation on NCSBN Checklist and Program Audit for Alternative to Discipline or Monitoring Programs.

AI#03 WSBN Strategic Plan Development

Developed Strategic Plan for 2016-2019.



Tuesday, July 12, 2016

Board of Medicine Board Room

AI#04 WSBN Committee of the Whole (COW) Work Session

(No Board action was taken, topics were for discussion only)

Board Committee Chairs presented information on the following:

a. Practice and Education Committee - (DN)

1. Licensed Practical Nursing Intravenous Therapy Basic and Advanced courses to be combined, effective August 2018.

b. Application Review Committee – (SH)

1. New questions will be added to application history section.
2. New policy and procedure implemented on Temporary Permits. All applications will be processed upon receipt.

c. Legislative Committee – (SH)

1. Chapter 1 Proposed Revisions - Need Board approval to move forward in Rules Promulgation.
2. Chapter 8 (2) Proposed Revisions – Open for public comment until August 22, 2016.

d. Stayed Letter of Reprimand (SLOR) and new procedure for Voluntary Surrender “What it is and how it came about.” (VP)

1. SLOR held as Notice of Warning (NOW) and not reported if compliant with WSBN order. If Licensee not compliant, SLOR lifted, complaint reported and discipline process begins.
2. Voluntary Surrender – Licensee can submit petition to Voluntarily Surrender license. Board will hold special meeting to approve or deny petition.

e. October Board Meeting

To be held in Rock Springs, October 10-12, 2016.

f. Conference Reports

Individuals provided reports on educational conferences recently attended:

1. Wyoming Nursing Education Summit.
2. Information Technology/Operations Conference (NCSBN).
3. Discipline Case Management Conference (NCSBN).
4. Wyoming Center for Nursing and Healthcare Partnerships Advisory Board.
5. Enhanced Nurse Licensure Compact Model Rules and Implementation Work Group (NCSBN).
6. New Board Member Training, Attorney General’s office.
7. Enhanced Nurse Licensure Compact Training.
8. Executive Officers Summit (NCSBN).

g. Educational Opportunities

Future opportunities identified for Board Members and staff.

AI#05 Disciplinary Matrix Discussion

1. Matrix changes support consistency & discipline types.



Wednesday, July 13, 2016

Board of Medicine Board Room

Meeting called to order at 8:17 a.m. by Vice President Donna Nurrs.

Roll call conducted by ED LaBonde:

Donna Nurrs (DN), Vice President, APRN representative, Casper.
Marjory Christiansen (MC), RN Education representative, Casper.
Sue Howard (SH), RN representative, Gillette.
Kathy Cromer (KC), LPN representative, Cheyenne.
Charlotte Mather (CM), RN Administrative representative, Sheridan.
Helen Byrd (HB), RN representative, Casper.
Stephen Delger (SD), Consumer Representative, Casper.

Staff:

Cynthia LaBonde (CL), Executive Director
Victoria Pike (VP), Compliance & Discipline/Licensing Manager
Lori Hart (LH), Practice & Education Consultant
Kara Aguirre (KA), Legal Assistant
Tasha Selfridge (TS), Office Support Specialist

Attorney General's Office:

Jessica Frint (JF), Assistant Prosecuting Attorney General
Jonathan Coppom (JC), Assistant Advising Attorney
Liz Gagen (LG), Assistant Prosecuting Attorney General

Visitors Present:

Sean Chambers, Office of Administrative Hearings
Kathy Kendrick, Court Reporter
Tony Young, Deputy Chief of Staff, Governor's Office
Jessica Curless, Attorney General's Office
Nella Martinez, Attorney General's Office

Declaration of a Quorum

A quorum was declared by ED LaBonde at 8:19 a.m.

AI#06 WSBN Public Forum

No visitors registered or arrived for this forum.

AI#07 Elections, Board Officers

A Special Election was held to fill the Board President and subsequent vacancies.

Motion: Motion made and seconded for Vice President Nurrs to fill vacancy of President. Motion passed without dissent. (7-0-0-0)

Motion: Motion made and seconded for Secretary Christiansen to fill position of Vice President. Motion passed without dissent. (7-0-0-0)

Motion: Motion made and seconded for Member Mather to fill position of Secretary. Motion passed without dissent. (7-0-0-0)



*Moment of Silence requested by Board President (DN) for nurses and police officers during these turbulent times

Due to time availability, A1#09 considered prior to A1#08

AI#09 Standing Committee Reports and Recommendations/Board Actions

Board Committees provided recommendations for the following:

- a. Practice and Education Consultant, Lori Hart (LH) presented updates to the Board on:
 1. Advisory Opinions.
 2. LPN IV Basic & Advanced Advisory Opinions.

Motion: *At 8:45a.m. Motion made and seconded to accept Advisory Opinions as presented. Motion passed without dissent. (7-0-0-0)*

- b. Application Review Committee (SH)
 1. Revisions made to all applications. Foreign-Educated Application being constructed and added to application list.

Motion: *At 8:46 a.m. Motion made and seconded to accept application changes as presented. Motion passed without dissent. (7-0-0-0)*

- c. Legislative Committee (SH)
 1. Chapter 1 Proposed Revisions, Board Approval.

Motion: *At 8:46 a.m. Motion made and seconded to accept Chapter 1, Proposed Revisions with amendment and move thru Rules Promulgation as presented. Motion passed without dissent. (7-0-0-0)*

AI#08 Hearings

President Nurss turned the floor over to Sean Chambers, Office of Administrative Hearings.

- a. Matthew Nation, CNA#23274, Docket No. 14-15-178-MC.

Prosecuting Attorney Gagen submitted evidence showing Mr. Nation failed to follow Board orders.

Motion: *At 9:25 a.m. Motion made and seconded to enter Executive Session for Right to Practice of a Professional Person. Motion passed without dissent. (6-0-1-0) (In accordance with the Board Rules, members of the Disciplinary Committee abstained from voting.) (DC:MC)*

The Board returned to public session at 9:50 a.m.

Motion: *At 9:50 a.m. Motion made and seconded to approve default judgment and recommendation to suspend CNA certificate. Motion passed without dissent. (6-0-1-0)(In accordance with the Board Rules, members of the Disciplinary Committee abstained from voting.)(DC:MC)*



AI#10 Consent Agenda
Reordering of the Agenda

CL requested the following be removed:

- 15-15-204 – CNA

SH requested the following be removed:

- 15-16-218T2 – RN
- 15-16-167 – LPN
- 15-16-212 – RN
- 15-16-219 – RN
- 15-16-227 – CNA

CM requested the following be removed:

- 15-098 –CNA

SD requested the following be removed:

- 15-16-218T2- RN
- 15-16-219 – RN
- 15-16-212 – RN

a. Approval of Minutes

- i. June 9, 2016, Teleconference Board Meeting Minutes
- ii. June 24, 2016, Special Teleconference Board Meeting Minutes

b. Executive Session Meeting Minutes

- i. April 14, 2016/11:13 a.m. (Legal Advice) (MC)
- ii. April 15, 2016/10:33 a.m. (Right to Practice – Becenti) (MC)
- iii. April 15, 2016/10:47 a.m. (Right to Practice – Culver) (MC)
- iv. May 12, 2016/12:41 p.m. (Right to Practice – Knox) (TS)
- v. May 12, 2016/12:44 p.m. (Right to Practice – Martin) (TS)
- vi. May 12, 2016/12:47 p.m. (Right to Practice – Martinez) (TS)
- vii. May 12, 2016/12:49 p.m. (Right to Practice – Mielke) (TS)
- viii. May 12, 2016/12:52 p.m. (Right to Practice – Weber) (TS)
- ix. May 12, 2016/12:55 p.m. (Right to Practice – Gaynor) (TS)
- x. May 12, 2016/12:58 p.m. (Right to Practice – Osborn) (TS)
- xi. June 9, 2016/12:36 p.m. (Right to Practice – O’Reilly) (TS)
- xii. June 9, 2016 /12:42 p.m. (Right to Practice - Osborn) (TS)
- xiii. June 9, 2016/12:46 p.m.(Right to Practice – Wright) (TS)
- xiv. June 9, 2016/12:47 p.m. (Right to Practice – Bauer) (TS)
- xv. June 9, 2016/12:52 p.m. (Right to Practice – Schultz) (TS)
- xvi. June 9, 2016/12:58 p.m. (Right to Practice – McLemore) (TS)
- xvii. June 9, 2016/1:01 p.m. (Right to Practice – Higginbotham) (TS)

c. Disciplinary Matters

- i. Dismissals
 1. Docket No. 15-16-125-MTX, CNA
 2. Docket No. 15-16-126-MC, RN
 3. Docket No.15-16-129-DN, APRN



- ii. Notice of Warning
(none)
- iii. Settlement Agreements/Stipulations
 - 1. Kane Siegel, RN #31603, Docket No. 15-002-DN (Voluntary Surrender)
 - 2. Cody TenBoer, CNA #3608, Docket No. 14-15-203-KC (LOR)
 - 3. Docket No. 15-16-117-CM, RN (SLOR)
- d. Application Matters
 - i. Licenses/Certificates Issued
 - ii. Tier II
 - 1. Docket No. 15-16-196T2-CM, CNA Applicant
 - 2. Docket No. 15-16-205T2, RN Applicant
 - 3. Docket No. 15-16-209T2, CNA Applicant
 - 4. Docket No. 15-16-215T2, CNA Applicant
 - 5. Docket No. 15-16-222T2, CNA Applicant
 - 6. Docket No. 15-16-223T2, CNA Applicant
 - 7. Docket No. 15-16-224T2, CNA Applicant
 - 8. Docket No. 15-16-229T2, RN Applicant
 - 9. Docket No. 15-16-232T2, RN Applicant
 - 10. Docket No. 15-16-234T2, RN Applicant
 - 11. Docket No. 15-16-235T2, RN Applicant
 - 12. Docket No. 15-16-236T2, CNA Applicant
 - 13. Docket No. 15-16-238T2, RN Applicant
 - iii. Tier III
 - 1. Docket No. 15-16-189-CM, CNA Applicant
 - 2. Docket No. 15-16-211-CM, CNA Applicant
 - 3. Docket No. 15-16-213-KC, CNA Applicant
 - 4. Docket No. 15-16-228-CM, CNA Applicant
 - iv. Denial
 - 1. Michelle Gaines, CNA Applicant, Docket No. 15-16-148-SH

Motion: At 10:48 a.m. Motion made and seconded to accept Amended Consent Agenda. Motion passed without dissent. (7-0-0-0)

AI#11 Executive Session – Right to Practice

Motion: 10:50 a.m. Motion made and seconded to enter into Executive Session for Right To Practice of a Professional Person. Motion passed without dissent. (7-0-0-0)

The Board returned to public session at 11:41 a.m.

AI#10(c)(ii)(1.) Docket No. 15-098-SH, RN

Motion: At 11:41 a.m. Motion made and seconded to deny recommendation of Notice of Warning. Motion passed without dissent. (6-0-1-0) (In accordance with the Board Rules, members of the Disciplinary committee abstained from voting.) (DC:SH)



Motion: At 11:41 a.m. Motion made and seconded to initiate Letter of Reprimand and referral to Nurse Monitoring Program. Motion passed without dissent. (6-0-1-0) (In accordance with the Board Rules, members of the Disciplinary Committee abstained from voting.) (DC:SH)

AI#10(d)(ii)(5.) Docket No. 15-16-218T2, RN

Motion: At 11:42 a.m. Motion made and seconded to accept recommendation of the Application Review Committee and issue Notice of Warning per the matrix. Motion passed without dissent. (6-0-1-0)

AI#10(d)(iii)(6.) Docket No. 15-16-219, RN

Motion: At 11:43 a.m. Motion made and seconded to approve RN license with Notice of Warning recommendation from Application Review Committee. Motion passed without dissent. (6-0-1-0) (In accordance with the Board Rules, members of the Application Review Committee abstained from voting.) (ARC:CM)

AI#10(d)(iii)(1.) Docket No. 15-16-167-KC, LPN

Motion: At 11:44 a.m. Motion made and seconded to issue LPN license with Notice of Warning. Motion passed without dissent. (6-0-1-0) (In accordance with the Board Rules, members of the Application Review Committee abstained from voting.) (ARC:KC)

AI#10(d)(iii)(4.) Docket No. 15-16-212-SH, RN

Motion: At 11:45a.m. Motion made and seconded to issue RN license with a Notice of Warning. Motion passed without dissent. (6-0-1-0) (In accordance with the Board Rules, members of the Application Review Committee abstained from voting.) (ARC:SH)

AI#10(d)(iii)(7.) Docket No. 15-16-227-SH, CNA

Motion: At 11:46 a.m. Motion made and seconded to issue certificate with Notice of Warning as recommended by Application Review Committee. Motion passed without dissent. (6-0-1-0) (In accordance with the Board Rules, members of the Application Review Committee abstained from voting.) (ARC:SH)

AI#12 Voluntary Surrender

- a. Heidi Crouch, RN #37897, Docket No. 15-16-237-MC

Victoria Pike, Compliance & Discipline/Licensing Manager submitted documentation of Ms. Crouch's admittance to being impaired at work and the voluntary surrender of her license.

Motion: At 11:49 a.m. Motion made and seconded to accept petition of Heidi Crouch's Voluntary Surrender of Registered Nurse License. Motion passed without dissent (6-0-1-0)(In accordance with the Board Rules, members of the Disciplinary Committee abstained from voting.)(DC:MC)

AI#13 Executive Session – Right to Practice

Executive Session not used

AI#14 Tony Young, Deputy Chief of Staff, Governor's Office

Presented information on role with the Governor's office.



Staff presented information on the following:

AI#15 Administrative Report (CL)

- a. Update: Board/Staff – Now have a full Board. Changes in staffing.
- b. Update: WSBN Collaboration Tour - Met with several healthcare facilities in Casper. Presentation at Cheyenne Veterans Administration Hospital next week.
- c. November Board Meeting to be held in Cheyenne for scheduled hearings.

AI#16 Fiscal/HR Report (CL)

- a. Budget – Fiscal/HR.

AI#17 Licensing Report (VP)

- a. Productivity/Statistics – Licensing Report for March-June 2016.

AI#18 Compliance and Discipline Report (VP)

- a. Productivity/Statistics – C&D report for March – June 2016.
- b. Nurse Monitoring Program – Monitoring program to WPAP for Nurses.

AI#19 Practice and Education Consultant Report (LH)

- a. Productivity/Statistics - Quarterly Reports.

Motion: *At 2:25 p.m. Motion made and seconded to accept department reports as presented. Motion passed without dissent. (7-0-0-0)*

AI#20 Board Orders for Approval

- a. Heidi Crouch, RN #37897, Docket No. 15-16-237-MC

Motion: *At 2:35 p.m. Motion made and seconded to accept Board order of voluntary surrender of RN license. Motion passed without dissent. (6-0-1-0) (In accordance with the Board Rules, members of the Disciplinary Committee abstained from voting.)(DC:MC)*

The Board adjourned at 2:45 p.m.

Minutes submitted by: Tasha Selfridge, Office Support Specialist

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

Minutes Approved By the Board on: August 11, 2016