



## **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

### **Teleconference Meeting Minutes**

January 27, 2014

1 p.m.

Google Hangouts

877-278-8686; pin 517378

Wyoming State Board of Nursing Conference Room  
130 Hobbs Avenue, Suite B  
Cheyenne, WY 82002

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

**Officers:** President Carrie Deselms, Vice President Marcie Burr, Secretary Lori Johnson

**Board Members:** Donna Nurss, Barbara Summers, Cindy Woods, Tracy Wasserburger

**Staff:** Executive Director Cynthia LaBonde, Executive Assistant Tambra Shafer

**Attorney General's Office:** Assistant Attorney General Jessica Frint, Senior Assistant Attorney General Bob Walters

### **Monday, January 27, 2014**

#### **Opening**

**a) Call to Order**

President Deselms called to order the meeting of the Wyoming State Board of Nursing at 1:05 p.m. on January 27, 2014 in the Board of Medicine Board Room.

**b) Roll Call**

Executive LaBonde conducted a roll call.

**Board Members Present:**

Carrie Deselms, MSN, APRN, FNP-BC, President  
Marcie Burr, RN, RD, CCHP, Vice President

Lori Johnson, LPN, Secretary  
Donna Nurss, MS, APRN, PMHNP-BC, Board Member  
Barbara Summers, Public Member  
Tracy Wasserburger, RNC, NNP-BC, Board Member  
Cindy Woods, BSN, RN-BC, Board Member

Members Absent:

None

Staff Present:

Cynthia LaBonde, Executive Director  
Tambra Shafer, Executive Assistant  
Paula Smith, Practice and Education Consultant  
Laura Rowe, Compliance & Discipline Manager/Nurse Investigator  
Victoria Pike, Nurse Investigator  
Kara Sutton, Legal Assistant  
Lacey Osburn, Investigative Assistant  
Jessica Frint, Assistant Attorney General  
Bob Walters, Senior Assistant Attorney General

Visitors Present:

Lynn Kirman, Chief Nursing Officer, St. John's Medical Center

**c) Declaration of Quorum**

Quorum declared by AAG Frint.

**d) Reordering of the Agenda**

Member Wasserburger requested the January 7-8, 2014 meeting minutes be removed from consent agenda to allow discussion.

AAG Frint requested the Executive Session Minutes, a-h and j be removed from consent agenda to allow discussion.

**AI #01 – Consent Agenda**

**a. Approval of Executive Minutes**

2i. October 21, 2013 Teleconference Meeting Minutes

**b. Settlement Agreements/Stipulations**

1. Sneed, Wendy, RN #28514 (Reinstatement)

***Motion:*** Member Woods moved to accept the consent agenda as amended. This motion was seconded by Secretary Johnson and passed without dissent. (7-0-0-0)

## **AI #01 – Removed Consent Agenda Items**

### **a1. January 7-8, 2014 Meeting Minutes**

Member Wasserburger stated the APRN Renewal Requirements located on Page 9 was inaccurate. She was inquiring if a Prescriptive Authority audit was going to be included in the upcoming renewal period. Meeting minutes should be corrected to:

- Is the office considering a Prescriptive Authority audit?
- If yes, what do the Rules require?
- Need to educate licensees to make them aware of the specific requirements before renewal period begins.

***Motion:** Member Summers moved to approve the January 7-8, 2014 Meeting Minutes as corrected. This motion was seconded by Member Nurss and passed without dissent. (7-0-0-0)*

### **Executive Session – Legal Advice**

***Motion:** Member Summers moved to enter Executive Session at 1:16 p.m. to receive legal advice. This motion was seconded by Member Wasserburger and passed without dissent. (7-0-0-0) Executive Director (ED) LaBonde and Executive Assistant Shafer were present. Executive Assistant Shafer took minutes.*

The Board returned to public session at 1:42 p.m.

Vice President Burr and Secretary Johnson departed the teleconference.

***Motion:** Member Summers moved to table the Executive Session Meeting Minutes until April Board meeting and bring all Executive Session Minutes to the quarterly Board meetings rather than teleconferences. Member Nurss seconded the motion and passed. (5-0-0-2) (MB/LJ absent)*

## **AI #02 – Advisory Opinions**

Member Woods requested the listed Advisory Opinions be tabled to allow for additional review time. AAG Frint requested time for legal review of these Opinions.

Member Wasserburger inquired if age appropriate considerations were incorporated into the Intraosseous Cannulation Advisory Opinion.

**Motion:** Member Woods moved to table the listed Advisory Opinions for further staff and legal review. Member Nurss seconded the motion and passed. (5-0-0-2) (MB/LJ absent)

**AI #03 – Office Policies Revisions**

Ms. Rowe presented background and update on each of the following:

a. Documents provided to Board for Discipline Matters: Policy provides better guidance on what documents to submit to Board for their review when considering an individual's status and ability to practice nursing or assistant nursing. Minor correction was noted.

**Motion:** Member Woods moved to approve the policy with identified correction. Member Summers seconded the motion and passed. (5-0-0-2) (MB/LJ absent)

b. Minimum Duration before Seeking Reinstatement: Discussion included:

- Policy provided better guidance, 24 months in most cases.
- Board needs to retain flexibility to set reasonable limits which may vary case to case.

**Action:** This policy was tabled to allow revisions to required timelines and Board flexibility.

c. Board Actions Subsequent to Summary Suspension: Outlines temporary orders as a means to stop the licensee/certificate holder from practicing.

**Motion:** Member Wasserburger moved to approve the policy as presented. Member Summers seconded the motion and passed. (5-0-0-2) (MB/LJ absent)

d. Case Status after Prehearing Conference: Establishes procedure for notifying Board of case status.

**Motion:** Member Nurss moved to approve the policy as presented. Member Summers seconded the motion and passed. (5-0-0-2) (MB/LJ absent)

e. Signature Stamp on Board Approved Discipline Matters: Policy addresses use and security of signature stamps. Discussion included:

- Policy does not address when stamps will be used in Settlement Agreements.
- “Ex Officio” not official term, should be “Past President.”

**Motion:** Member Wasserburger moved to table the policy for additional information and review. Member Nurss seconded the motion and passed. (5-0-0-2) (MB/LJ absent)

**AI #04 – Board Orders for Approval**

President Deselms relinquished the floor to Past President Wasserburger.

a. Charles Woodruff APRN #23694.0835

AAG Frint reviewed the proposed order with the Board.

***Motion:** Member Summers moved to approve the Order for the Letter of Reprimand for Charles Woodruff APRN #23694.0835. This motion was seconded by Member Nurss and passed without dissent. (3-0-2-2) (In accordance with Board Rules and Regulations, members of the Disciplinary Committee abstain from voting. (DC:CD, Abstain: CW, Absent: MB/LJ))*

Past President Wasserburger relinquished the floor to President Deselms.

b. Travis Miller, CNA #19108

AAG Frint reviewed the proposed order with the Board.

***Motion:** Member Nurss moved to approve the Order Granting the Petitioner’s Motion for Default Judgment on Travis Miller, CNA #19108. This motion was seconded by Member Woods and passed without dissent. (5-0-0-2) (In accordance with Board Rules and Regulations, members of the Disciplinary Committee abstain from voting. (DC:MTX, Absent: MB/LJ))*

**AI #05 – Settlement Agreement Discussion**

a. Gooch Settlement Agreement: SAAG Walters presented a brief synopsis to the Board.

**AI #06 - Executive Session – Right to Practice**

***Motion:** Member Wasserburger moved to enter Executive Session at 2:36 p.m. to deliberate on the Right to Practice of a Professional Person. This motion was seconded by Member Nurss and passed without dissent. (5-0-0-2) President Deselms took minutes during executive session. Member Woods did not enter executive session nor participate in the discussion or deliberations.*

The Board returned to public session at 3:07 p.m.

***Motion:** Member Wasserburger moved to approve the Settlement Agreement on Grace Gooch RN #27055 after the Statement of Facts is corrected. This motion was seconded by Member Summers and passed without dissent. (4-0-1-2) (In accordance with Board*

*Rules and Regulations, members of the Disciplinary Committee abstain from voting. (DC:CW, Absent: MB/LJ)*

**Action:** The Board directed SAAG Walters to correct the Statement of Facts and have the licensee initial corrections to acknowledge the change.

### **AI #07 – Renewal Topics**

a. Audits: ED LaBonde presented audit information to the Board. The Prescriptive Authority Pharmacology hours and Work Hours for Competency audits will run concurrently during renewal period.

The Board discussed the need to educate the licensees and certificate holders prior to the renewal period. This includes explaining what these audit topics require. The Wyoming Nurse Reporter publication could be used to educate the licensee/certificate holders.

b. Renewal Grace Period: Topic was tabled until all the Board members can be in attendance to discuss.

### **AI #08 – Board Policies Revisions**

Board Compensation and Board Member Appointments Policies were tabled until all the Board members can be in attendance to discuss.

### **AI #09 – Summary Suspension**

a. Castro, Heather RN #21422

SAAG Walters provided a brief summary of the case. The Board Office received a signed Stipulation.

The Board directed the Summary Suspension document be corrected to reflect the updated language established in prior Board meetings.

- Paragraph eight (8) located on page eight (8) needed to be updated.
- Once corrected, document will be approved.
- Staff will email President Deselms notifying her of completion.
- Signature stamp will be used at that time.

### **AI #10 - Executive Session – Right to Practice**

**Motion:** *Member Woods moved to enter Executive Session at 3:30 p.m. to deliberate Right to Practice of a Professional Person. This motion was seconded by Member Nurss and passed without dissent. (5-0-0-2) President Deselms took minutes during executive session.*

The Board returned to public session at 3:40 p.m. Member Nurss departed the teleconference.

***Motion:** Member Woods moved to approve the Summary Suspension Stipulation on Heather Castro RN #21422 contingent upon identified corrections being made. This motion was seconded by Member Summers and passed without dissent. (4-0-0-3) (Absent: MB/LJ/DN)*

**AI #11 – Executive Session – Legal Advice**

President Deselms directed this topic be tabled until the April Quarterly Board meeting.

The Board adjourned at 3:48 p.m. The next general meeting will be on April 8-10, 2014 at the Wyoming Board of Medicine Board Room.

Minutes submitted by: Tambra Shafer, Executive Assistant

Minutes reviewed by: Carrie Deselms, President

Lori Johnson, Secretary

Cynthia LaBonde, Executive Director on February 3, 2014

Minutes Approved at: April 9, 2014