

**BOARD OF NURSING
MEETING MINUTES
FEBRUARY 24, 2011**

- PRESENT:** Kay Coppens, Maria Joseph, Gretchen Lowe, Julia Nelson, Kathleen Sullivan
- EXCUSED:** Nelson Soler, Lou Ann Weix
- STAFF:** Colleen Baird, Legal Counsel; Kimberly Wood, Bureau Assistant; and other Department Staff
- GUESTS:** Debra Dahlke, Wisconsin Association of Nurse Anesthetists (WANA); Ann Marie Marlier and Sharyl Taratino, Bryant and Stratton College; Brian Willison, Mary Urbanski, and Rita Cordova, Herzing University; Lori Ferguson, Everest College – Milwaukee; Rachel Gallagher, Department of Public Instruction (DPI); Gina Dennik Champion, Wisconsin Nurses Association (WNA); Judy Warmuth, Wisconsin Hospital Association (WHA); Cathy Cero Jaeger, Wisconsin Association of School Nurses – Diabetes Advisory Group (WASN-DAG); Susan Dean Baar, University of Wisconsin – Milwaukee; Richard Thoun, Kitty Rahl, and Denise Wirth, Eau Claire City County Health Department; Linda Taylor, College of Menominee Nation

CALL TO ORDER

Kathleen Sullivan, Chair, called the meeting to order at 9:02 a.m. A quorum of five (5) members was present.

APPROVAL OF AGENDA

Amendments to the Agenda:

- Before Item “C” (closed session) Under the item titled “Review of Applications of Any Received After Mailing of the Agenda” **ADD:**
 - Mary Saxe, L.P.N. – Application Review
- Item “N” (closed session) Under the item titled “Deliberation of Monitoring or Any Received After Mailing of the Agenda” make the following correction:
 - Timothy Murphy, R.N. – Requesting ~~Reinstatement of License~~ **Modification**
- After Item “P” (closed session) Under the item titled “Deliberation of Monitoring or Any Received After Mailing of the Agenda” **ADD:**
 1. Brett Ngassa – Considering Information Received from the Department of Health Services (DHS)
- After Item “AA” (closed session) Under the item titled “Deliberation of Proposed Stipulations or Any Received After Mailing of Agenda” **ADD:**
 - Stephanie M. Schwartz, L.P.N. (DOE Case # 09 NUR 020)
- Item “CC” (closed session) Under the item titled “Review of Administrative Warning” **REMOVE:**
 - 07 NUR 070 (*To be considered at a future meeting*)

MOTION: Gretchen Lowe moved, seconded by Kay Coppens, to approve the agenda of February 24, 2011 as amended. Motion carried unanimously.

APPROVAL OF MINUTES

Amendments to the Minutes:

- Page 3 of the Minutes: Under the item titled “Administrative Report” sub-header titled “2011 Board Appointments” include Julia Nelson to the listing of members appointed to the Education and Licensure Committee.

MOTION: Kay Coppens moved, seconded by Julia Nelson, to approve the minutes of January 27, 2011 as amended. Motion carried unanimously.

ADMINISTRATIVE REPORT

Colleen Baird indicated that Dan Williams has been appointed as the Board’s Bureau Director effective as of February 28, 2011.

STAAREZE MICKELSON, L.P.N. (RESPONDENT) AND JEANETTE LYTLE, DIVISION OF ENFORCEMENT PROSECUTING ATTORNEY – PRESENTATION OF PETITION FOR SUMMARY SUSPENSION IN THE MATTER OF STAAREZE MICKELSON, L.P.N. (DOE CASE # 10 NUR 349)

Jeanette Lytle, DOE Prosecuting Attorney, presented a petition for summary suspension in the matter concerning Staareze Mickelson, L.P.N., respondent (DOE Case #'s 10 NUR 349). Attorney Lytle distributed materials to the Board in support of her petition to summarily suspend the license of Staareze Mickelson, L.P.N.

The respondent did not appear before the Board at today’s meeting.

RACHEL GALLAGHER, DEPARTMENT OF PUBLIC INSTRUCTION (DPI) AND KITTY RAHL, R.N., DIRECTOR OF NURSING – EAU CLAIRE CITY-COUNTY HEALTH DEPARTMENT: BOARD DISCUSSION OF DELEGATION, NURSE PRACTICE ACT AND SCHOOL NURSING IN WISCONSIN

Rachel Gallagher, Department of Public Instruction (DPI); Richard Thoune, Kitty Rahl, and Denise Wirth, Eau Claire City-County Health Department; and Cathy Cero Jaeger, Wisconsin Association of School Nurses – Diabetes Advisory Group (WASN-DAG); joined the Board for discussion relating to nurse delegation in the school setting. The Board received a handout from Kitty Rahl consisting of a number of documents which were included in the Board’s agenda materials.

The Board and its guests discussed questions about the difference between training and delegation for school nurses and public health nurses. A discussion of the relationship between public health nurses and school nurses ensued. During discussion Gina Dennik-Champion provided comments to the Board respective of this topic. The Board discussed delegation and provided its guests with clarification regarding its position on delegation versus training. The Board encouraged thorough documentation in situations where questionable circumstances arise.

REPORT OF EDUCATION AND LICENSURE COMMITTEE

Gretchen Lowe reported to the Board regarding actions taken by the Education and Licensure Committee at today's meeting.

Bryant and Stratton College Report on Plan to Correct Over-enrollment

COMMITTEE MOTION: Julia Nelson moved, seconded by Maria Joseph, to recommend approval of Bryant and Stratton College's plan to correct over-enrollment. Motion carried unanimously.

BOARD MOTION: Kay Coppens moved, seconded by Maria Joseph, to accept the recommendation for approval of Bryant and Stratton College's plan to correct over-enrollment. Motion carried unanimously.

College of Menominee Nation NCLEX-RN Improvement Plan

COMMITTEE MOTION: Maria Joseph moved, seconded by Julia Nelson, to recommend approval of the NCLEX-RN pass rate improvement plan submitted by the College of Menominee Nation and to request an updated report after receipt of Quarter 2, 2011 data. Motion carried unanimously.

BOARD MOTION: Gretchen Lowe moved, seconded by Julia Nelson, to accept the recommendation for approval of the NCLEX-RN pass rate improvement plan submitted by the College of Menominee Nation and to request an updated report after receipt of Quarter 2, 2011 data. Motion carried unanimously.

Review of Request for Approval of Herzing University Educational Administrator

COMMITTEE MOTION: Julia Nelson moved, seconded by Maria Joseph, to recommend approval of Rita Cordova as interim Educational Administrator at Herzing University. Motion carried unanimously.

BOARD MOTION: Maria Joseph moved, seconded by Kay Coppens, to accept the recommendation for approval of Rita Cordova as interim Educational Administrator at Herzing University. Motion carried unanimously.

Herzing University NCLEX-RN Pass Rate Improvement Plan

COMMITTEE MOTION: Maria Joseph moved, seconded by Julia Nelson, to recommend approval of the NCLEX-RN pass rate improvement plan submitted by Herzing University and to request an updated report after receipt of Quarter 1, 2011 data. Motion carried unanimously.

BOARD MOTION:

Gretchen Lowe moved, seconded by Maria Joseph, to accept the recommendation for approval of the NCLEX-RN pass rate improvement plan submitted by Herzing University and to request an updated report after receipt of Quarter 1, 2011 data. Motion carried unanimously.

University of Wisconsin-Milwaukee NCLEX-RN Pass Rate Improvement Plan

COMMITTEE MOTION:

Maria Joseph moved, seconded by Julia Nelson, to recommend approval of the NCLEX-RN pass rate improvement plan submitted by University of Wisconsin-Milwaukee and to request an updated report after receipt of Quarter 1, 2011 data. Motion carried unanimously.

BOARD MOTION:

Kay Coppens moved, seconded by Julia Nelson, to accept the recommendation for approval of the NCLEX-RN pass rate improvement plan submitted by University of Wisconsin-Milwaukee and to request an updated report after receipt of Quarter 1, 2011 data. Motion carried unanimously.

Quarter 4 2010 NCLEX Pass Rate Data

None.

SECRETARY MATTERS

Kay Coppens raised concerns about a letter from Secretary Ross regarding the Department's initiative to reduce costs by advancing the utilization of virtual meeting technology. She indicated that the Board conducts day long meetings, typically has numerous appearances, and addresses a significant amount of business; all factors that would make it difficult for all members of the Board to participate via virtual meeting. The Board reviewed positive and negative aspects of using virtual meetings and entertained comments from the audience relating to this topic. Board discussion ensued.

Through the course of discussion the Board noted that virtual meeting technology could be useful for the purpose of connecting a member who might otherwise be unable to participate, but felt it was impractical for the full membership of the Board to attend using this technology. The Board requested that Dan Williams work to identify the level of mandate the Department plans to pursue in terms of its utilization of this technology and report back at its next meeting.

CLOSED SESSION

MOTION: Kay Coppens moved, seconded by Julia Nelson to convene to closed session pursuant to Wisconsin State statutes 19.85(1)(a)(b)(f) and (g) for the purpose of conducting appearances, reviewing monitoring requests, requests for licensure, deliberate on stipulations, administrative warnings, proposed decisions and orders, consulting with Legal Counsel and Division of Enforcement case status reports. Roll Call Vote: Kay Coppens-yes; Maria Joseph-yes; Gretchen Lowe-yes; Julia Nelson-yes; and Kathleen Sullivan-yes. Motion carried unanimously.

The Board convened into Closed Session at 10:48 a.m.

RECONVENE TO OPEN SESSION

MOTION: Maria Joseph moved, seconded by Julia Nelson, to reconvene into open session. Motion carried unanimously.

The Board reconvened into Open Session at 1:53 p.m.

VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION IF VOTING IS APPROPRIATE

MOTION: Kay Coppens moved, seconded by Maria Joseph, to reaffirm all motions made in closed session. Motion carried unanimously.

REVIEW OF APPLICATIONS OR ANY RECEIVED AFTER THE MAILING OF THE AGENDA

Mary Saxe, L.P.N. – Application Review

MOTION: Kay Coppens moved, seconded by Julia Nelson, to offer Mary Saxe, L.P.N. a limited registered nurse license contingent upon acceptance of the same term of the existing Order in place for her licensed practical nurse credential. The Board indicated that credit for prior testing or time in compliance under existing LPN Order will not apply to the new Order for the registered nurse license. The two year time period will become effective upon signing of the RN Order. If respondent refuses the Board's offer the application of Ms. Saxe to obtain a registered nurse license will be denied. **Reason for Denial:** Current disciplinary action. Motion carried unanimously.

MONITORING

**ROCELYN GELINA, R.N.
REQUESTING REINSTATEMENT OF LICENSE**

MOTION: Julia Nelson moved, seconded by Gretchen Lowe, to deny Rocelyn Gelina, R.N.'s request for reinstatement of license. **Reason for Denial:** No evidence to suggest change of circumstances warranting removal of limitations. Motion carried unanimously.

**KARI (LUKAS) GYLDENVAND, R.N.
REQUESTING REINSTATEMENT OF LICENSE**

MOTION: Kay Coppens moved, seconded by Maria Joseph, to deny Kari (Lukas) Gyldendand, R.N.'s request for reinstatement. **Reason for Denial:** Lack of evidence of compliance. Motion carried unanimously.

**THERESA M. HANKO, R.N.
REQUESTING REINSTATEMENT OF LICENSE**

MOTION: Gretchen Lowe moved, seconded by Julia Nelson, to grant Theresa M. Hanko, R.N.'s request for reinstatement of license. Motion carried unanimously.

**THOMAS JIARDINI, R.N.
REQUESTING REINSTATEMENT OF LICENSE AND
CONSIDERATION FOR VIOLATION OF ORDER**

MOTION: Kay Coppens moved, seconded by Maria Joseph, to deny Thomas Jiardini, R.N.'s request for reinstatement and to include in the Board Order a full description of petitioner's licensure history. **Reason for Denial:** Violation of Board Order. Motion carried unanimously.

**LUCINDA KUJAWA, R.N.
REQUESTING REINSTATEMENT OF LICENSE**

MOTION: Gretchen Lowe moved, seconded by Julia Nelson, to grant Lucinda Kujawa, R.N.'s request for reinstatement of license. Motion carried unanimously.

**JAMIE MATTSON, R.N.
REQUESTING FOR REINSTATEMENT OF LICENSE**

MOTION: Maria Joseph moved, seconded by Kay Coppens, to deny Jamie Mattson, R.N.'s request for reinstatement of license. **Reason for Denial:** Insufficient time under Board Order/Lack of compliance as petitioner is not in therapy. Motion carried unanimously.

**COREEN SRNEC, L.P.N.
REQUESTING REINSTATEMENT OF LICENSE**

MOTION: Gretchen Lowe moved, seconded by Maria Joseph, to deny Coreen Srnec, L.P.N.'s request for reinstatement of license. **Reason for Denial:** Failure to pay costs. Motion carried unanimously.

**KRISTIN BLEICHWEHL, R.N.
REQUESTING MODIFICATION**

MOTION: Maria Joseph moved, seconded by Kay Coppens, to grant Kristin Bleichwehl, R.N.'s request for termination of therapy and granting access, and to deny termination of AA/NA meeting attendance. **Reason for Denial:** Per requirements Board Order. Motion carried unanimously.

**JENNIFER FLYNN, R.N.
REQUESTING MODIFICATION**

MOTION: Gretchen Lowe moved, seconded by Julia Nelson, to grant Jennifer Flynn, R.N.'s request for termination of therapy and to issue a reminder to Ms. Flynn to follow her Board Order in terms of compliance with AA/NA meeting attendance. Motion carried unanimously.

**LINDA GALARZA, R.N.
REQUESTING MODIFICATION**

MOTION: Julia Nelson moved, seconded by Maria Joseph, to grant Linda Galarza, R.N.'s request for a decrease in therapy sessions per therapist recommendation. Motion carried unanimously.

**CHERYL A. MILLER, L.P.N.
REQUESTING MODIFICATION**

MOTION: Maria Joseph moved, seconded by Kay Coppens, to grant Cheryl A. Miller, L.P.N.'s request for reinstatement of therapy requirement and to deny her request for removal of work setting restrictions, termination of AA/NA meeting attendance and reductions in the frequency of drug screens. The Board reminds Ms. Miller that she should not petition the Board for modifications for one full year. **Reason for Denial:** Insufficient time under Board Order. Motion carried unanimously.

**TIMOTHY MURPHY, R.N.
REQUESTING MODIFICATION**

MOTION: Julia Nelson moved, seconded by Kay Coppens, to deny Timothy Murphy, R.N.'s request for access and to grant a reduction in the frequency of drug screens to twenty-eight (28) per year with one (1) annual hair test, until employment as a nurse has been obtained, at which time drug screens will be increased to forty-eight (48) per year with one (1) annual hair test. **Reason for Denial:** Insufficient time under Board Order. Motion carried unanimously.

**LUANN RUSCH, R.N.
REQUESTING MODIFICATION**

MOTION: Gretchen Lowe moved, seconded by Maria Joseph, to deny Luann Rusch, R.N.'s request for a decrease in the frequency of drug screens. The Board reminds Ms. Rusch that she should not petition the Board for modifications for one full year. **Reason for Denial:** Insufficient time under Board Order/Non-payment of costs. Motion carried unanimously.

**LISA WICKLINE, R.N.
REQUESTING MODIFICATION**

MOTION: Maria Joseph moved, seconded by Kay Coppens, to deny Lisa Wickline, R.N.'s request for termination of drug screening requirements and lifts the restriction related to her ability to practice in home health settings. **Reason for Denial:** Insufficient time under Board Order. Motion carried unanimously.

**BRETT NGASSA
CONSIDERING INFORMATION RECEIVED FROM DEPARTMENT OF HEALTH SERVICES
(DHS)****

The Board provided direction to the Department Monitor in terms of addressing the matter concerning Brett Ngassa.

*(** Items received after mailing of the agenda)*

**DELIBERATION OF PROPOSED STIPULATIONS AND FINAL DECISIONS AND ORDERS –
CONSIDERATION OF THE FOLLOWING ITEMS:**

1. Michael Allison, R.N. (DOE Case # 10 NUR 108)
2. Michael Burk, R.N. (DOE Case # 10 NUR 347)
3. Laurie J. Glowac, L.P.N. (DOE Case # 10 NUR 315)
4. Thomas Jelenchick, R.N. (DOE Case # 08 NUR 060)
5. Carol Jensen, R.N. (DOE Case # 10 NUR 346)
6. Mark S. Minarciny, R.N. (DOE Case #'s 10 NUR 051, 10 NUR 486, 10 NUR 522)
7. Carla H. Schubert, R.N. (DOE Case # 08 NUR 076)
8. Rowena Smith, R.N. (DOE Case # 10 NUR 597)
9. Thuy H. Tran, R.N. (DOE Case # 10 NUR 599)
10. Crystal Vista, L.P.N. (DOE Case # 10 NUR 601)
11. Mary Walker, R.N. (DOE Case # 09 NUR 385)
12. Stephanie M. Schwartz, L.P.N. (DOE Case # 09 NUR 020)**

MOTION: Gretchen Lowe moved, seconded by Julia Nelson, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order in the matter of disciplinary proceedings against Michael Burk, R.N. (DOE Case # 10 NUR 347); Laurie J. Glowac, L.P.N. (DOE Case # 10 NUR 315); Thomas Jelenchick, R.N. (DOE Case # 08 NUR 060); Carol Jensen, R.N. (DOE Case # 10 NUR 346); Carla H. Schubert, R.N. (DOE Case # 08 NUR 076); Rowena Smith, R.N. (DOE Case # 10 NUR 597); Thuy H. Tran, R.N. (DOE Case # 10 NUR 599); and Crystal Vista, L.P.N. (DOE Case # 10 NUR 601). Motion carried unanimously.

MOTION: Kay Coppens moved, seconded by Maria Joseph, to defer deliberation in the matter of disciplinary proceedings against Michael Allison, R.N. (DOE Case # 10 NUR 108); Mark S. Minarciny, R.N. (DOE Case #'s 10 NUR 051, 10 NUR 486, 10 NUR 522); Mary Walker, R.N. (DOE Case # 09 NUR 385); and Stephanie M. Schwartz, L.P.N. (DOE Case # 09 NUR 020)**. Motion carried unanimously.

(**Items received after mailing of the agenda.)

**DELIBERATION OF ISSUANCE OF ADMINISTRATIVE WARNINGS
CONSIDERATION OF THE FOLLOWING ITEMS:**

10 NUR 389

MOTION: Gretchen Lowe moved, seconded by Julia Nelson, to issue an administrative warning in the matter of case # 10 NUR 389 listed above. Motion carried unanimously.

REVIEW OF ADMINISTRATIVE WARNING

07 NUR 070

Deliberation of this matter was removed from this agenda.

**DELIBERATION OF PROPOSED FINAL DECISION(S) AND ORDER(S) OR ANY RECEIVED
AFTER MAILING OF THE AGENDA**

Proposed Decision and Order in the Matter of Disciplinary Proceedings Against Dalerion Fonder, L.P.N., Respondent, DHA Case # DRL-10-0084, DOE Case # 09 NUR 069

MOTION: Kay Coppens moved, seconded by Julia Nelson, to defer deliberation of the Findings of Fact, Conclusions of Law, Final Decision and Order in the matter of disciplinary proceedings against Dalerion Fonder, L.P.N., Respondent, DHA Case # DRL-10-0084, DOE Case # 09 NUR 069. Motion carried unanimously.

Proposed Decision and Order in the Matter of Disciplinary Proceedings Against Leia Luepnitz, L.P.N., Respondent, DHA Case # DRL-10-0069, DOE Case #'s 08 NUR 404, 10 NUR 245 & 10 NUR 257

MOTION: Kay Coppens moved, seconded by Julia Nelson, to defer deliberation of the Findings of Fact, Conclusions of Law, Final Decision and Order in the matter of disciplinary proceedings against Leia Luepnitz, L.P.N., Respondent, DHA Case # DRL-10-0069, DOE Case #'s 08 NUR 404, 10 NUR 245 & 10 NUR 257. Motion carried unanimously.

Proposed Decision and Order in the Matter of Disciplinary Proceedings Against Penny McKnight, R.N., Respondent, DHA Case # DRL-10-0082, DOE Case # 09 NUR 103

MOTION: Kay Coppens moved, seconded by Julia Nelson, to defer deliberation of the Findings of Fact, Conclusions of Law, Final Decision and Order in the matter of disciplinary proceedings against Penny McKnight, R.N., Respondent, DHA Case # DRL-10-0082, DOE Case # 09 NUR 103. Motion carried unanimously.

Proposed Decision and Order in the Matter of Disciplinary Proceedings Against Sheila Novin, Applicant, Respondent, DHA Case # DRL-10-0046, DOE Case # 10 NUR 234

MOTION: Kay Coppens moved, seconded by Gretchen Lowe, to adopt the Findings of Fact, Conclusions of Law, Final Decision and Order in the matter of disciplinary proceedings against Sheila Novin, Applicant, Respondent, DHA Case # DRL-10-0046, DOE Case # 10 NUR 234. Motion carried unanimously.

Proposed Decision and Order in the Matter of Disciplinary Proceedings Against Karen West, L.P.N., Respondent, DHA Case # DRL-10-0071, DOE Case # 09 NUR 439

MOTION: Kay Coppens moved, seconded by Julia Nelson, to defer deliberation of the Findings of Fact, Conclusions of Law, Final Decision and Order in the matter of disciplinary proceedings against Karen West, L.P.N., Respondent, DHA Case # DRL-10-0071, DOE Case # 09 NUR 439. Motion carried unanimously.

Proposed Decision and Order in the Matter of Disciplinary Proceedings Against Selena Williams, L.P.N., Respondent, DHA Case # DRL-10-0066, DOE Case # 10 NUR 236

MOTION: Kay Coppens moved, seconded by Julia Nelson, to defer deliberation of the Findings of Fact, Conclusions of Law, Final Decision and Order in the matter of disciplinary proceedings against Selena Williams, L.P.N., Respondent, DHA Case # DRL-10-0066, DOE Case # 10 NUR 236. Motion carried unanimously.

*(**Items received after mailing of the agenda.)*

DELIBERATION OF PROPOSED SUMMARY SUSPENSION(S) OR ANY RECEIVED AFTER MAILING OF THE AGENDA

Deliberation of Petition for Summary Suspension in the Matter of Staareze Mickelson, L.P.N. (DOE Case # 10 NUR 349)

MOTION: Gretchen Lowe moved, seconded by Kay Coppens, defer deliberation of the petition for summary suspension in the matter of disciplinary proceedings against Staareze Mickelson, L.P.N. (DOE Case # 10 NUR 349). Motion carried unanimously.

**DIVISION OF ENFORCEMENT
CASE STATUS REPORT & CASE CLOSINGS**

1. 11 NUR 003 – No Violation
2. 10 NUR 500 – Insufficient Evidence
3. 10 NUR 528 – Prosecutorial Discretion (P5)
4. 10 NUR 551 – Prosecutorial Discretion (P5)
5. 10 NUR 065 – Prosecutorial Discretion (P1)
6. 09 NUR 391 – Prosecutorial Discretion (P6)
7. 10 NUR 463 – Insufficient Evidence
8. 10 NUR 552 – Prosecutorial Discretion (P3)

9. 10 NUR 604 – Prosecutorial Discretion (P1)
10. 10 NUR 644 – Insufficient Evidence
11. 10 NUR 456 – Prosecutorial Discretion (P7)
12. 10 NUR 603 – Prosecutorial Discretion (P5)
13. 10 NUR 669 – Prosecutorial Discretion (P5)
14. 11 NUR 007 – Against L.S. and H.A. for Prosecutorial Discretion (P1)
15. 10 NUR 539 – Prosecutorial Discretion (P5)
16. 10 NUR 576 – Prosecutorial Discretion (P5)
17. 10 NUR 588 – Prosecutorial Discretion (P5)
18. 10 NUR 608 – Prosecutorial Discretion (P2)
19. 08 NUR 403 – Insufficient Evidence
20. 09 NUR 263 – Insufficient Evidence
21. 09 NUR 264 – Insufficient Evidence
22. 10 NUR 679 – Prosecutorial Discretion (P2)

MOTION: Kay Coppens moved, seconded by Julia Nelson, to close the cases listed as identified above. Motion carried unanimously.

OTHER BOARD BUSINESS

The Board considered its attendance at the 2011 NCSBN Midyear Meeting to be held in Chicago, IL on March 14-16, 2011.

MOTION: Julia Nelson moved, seconded by Gretchen Lowe, to designate Dan Williams, represent the Board at the 2011 NCSBN Midyear Meeting. Motion carried unanimously.

MOTION: Kay Coppens moved, seconded by Julia Nelson, to designate Kathleen Sullivan to authorize other members of the Board to travel to the NCSBN Mid Year Meeting. Motion carried unanimously.

ADJOURNMENT

MOTION: Gretchen Lowe moved, seconded by Julia Nelson, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 1:57 p.m.