

**BOARD OF NURSING
MEETING MINUTES
NOVEMBER 1, 2012**

PRESENT: Kay Coppens, Julie Ellis, Maria Joseph (*left the meeting at 11:00 a.m.*), Rachelle Lancaster, Gretchen Lowe, Julia Nelson, Lillian Nolan, Carol Ott, Jeffrey Miller

STAFF: Dan Williams, Executive Director; Pamela Stach, Legal Counsel; Matthew Niehaus, Bureau Assistant; Sharon Henes, Paralegal; and other Department Staff

CALL TO ORDER

Julia Nelson, Chair, called the meeting to order at 8:56 a.m. A quorum of nine (9) members was present.

ADOPTION OF AGENDA

Amendments to the Agenda

- Item “L” (open session) **ADD** the agenda item titled “L-1) Discussion and Consideration of Out of State Schools”
- Item “S” (closed session) **REMOVE** the agenda item titled “S-4) Nikkolee B. Grabow, R.N. (12 NUR 207)”
- Item “V” (closed session) **ADD** the agenda item titled “V-1) P.R.”
- Item “V” (closed session) **ADD** the agenda item titled “V-12-a) Consideration of Licensure Process and Review of Applicant Specific Information”

MOTION: Julie Ellis moved, seconded by Jeffrey Miller, to adopt the agenda as amended. Motion carried unanimously.

APPROVAL OF MINUTES OF OCTOBER 4, 2012

MOTION: Gretchen Lowe moved, seconded by Carol Ott, to approve the minutes of October 4, 2012 as published. Motion carried unanimously.

SECRETARY MATTERS

MOTION: Gretchen Lowe moved, seconded by Kay Coppens, to designate Julia Nelson, Rachelle Lancaster, Julie Ellis, and Carol Ott to meet with Secretary Ross after the meeting. Motion carried.

Rachelle Lancaster abstained from voting.

REPORT OF PRACTICE COMMITTEE

BOARD MOTION: Julie Ellis moved for the adoption of the Committee's recommendations. The Board adopts by unanimous consent.

Discussion and Review of BON Position Papers currently on the DSPS website

COMMITTEE MOTION: Lillian Nolan moved, seconded by Julia Nelson, to not upload the position statement for "educating the nursing workforce" to the DSPS website. A link to the Wisconsin Center for Nursing will be created to make documents accessible. Motion carried unanimously.

COMMITTEE MOTION: Lillian Nolan moved, seconded by Julia Nelson, to designate the position statement for "Administration of Methadone by Licensed Practical Nurses" as having been reviewed and approved by the Board. This document will be uploaded to the website. Motion carried unanimously.

COMMITTEE MOTION: Julia Nelson moved, seconded by Lillian Nolan, to designate the position statement for "Position of the Wisconsin Board of Nursing on APNP Verbal Orders" as having been reviewed and approved by the Board. This document will be uploaded to the website. Motion carried unanimously.

REPORT OF EDUCATION AND LICENSURE COMMITTEE

BOARD MOTION: Julie Ellis moved for the adoption of the Committee's recommendations. The Board adopts by unanimous consent.

Bellin College

1) Review of Request for Approval of Educational Administrator

COMMITTEE MOTION: Rachelle Lancaster moved, seconded by Gretchen Lowe, to recommend approval of the request for approval of Emily Litt, DNP, MS, BSN, as the Educational Administrator for Bellin College. Motion carried unanimously.

Review of Quarter 3 2012 National Council Licensure Examination Report Pass Rate Data

COMMITTEE MOTION: Kay Coppens moved, seconded by Gretchen Lowe, to no longer use the current NCLEX pass rate monitoring program (appendix D/Guidelines for Nursing program administrators/May/06) and to instead follow the rules as written in N1.04 and N1.05. That NCLEX pass rates be a trigger for review of continuation of approval and not for monitoring/probation. Appendix D will be removed from the website. Motion carried unanimously.

COMMITTEE MOTION: Kay Coppens moved, seconded by Gretchen Lowe, to remove the NCLEX pass rate monitoring procedure from the nursing program administrator's guide dated May 06. Motion carried unanimously.

COMMITTEE MOTION: Rachelle Lancaster moved, seconded by Kay Coppens, to remove Marian University from monitoring. Motion carried unanimously.

COMMITTEE MOTION: Rachelle Lancaster moved, seconded by Gretchen Lowe, to remove North Central Technical College from monitoring. Motion carried unanimously.

COMMITTEE MOTION: Gretchen Lowe moved, seconded by Rachelle Lancaster, to place Wisconsin Lutheran College on review for the Board of Nursing's January meeting. Wisconsin Lutheran College will present a report at this meeting regarding standards on N1.06. Motion carried unanimously.

Other Committee Business

COMMITTEE MOTION: Rachelle Lancaster moved, seconded by Kay Coppens, to request the final NLNAC report from Lac Courte Oreilles Ojibwe Community College be forwarded to the Committee on Education. Motion carried unanimously.

DISCUSSION AND CONSIDERATION AS TO THE DEVELOPMENT OF A NURSE PRACTICE ADVISORY LIST

MOTION: Julie Ellis moved, seconded by Kay Coppens, to request DSPS staff research the creation of a nurse practice advisory panel. Motion carried unanimously.

DISCUSSION AND CONSIDERATION OF THE CREATION OF A PROFESSIONAL ASSISTANCE PROGRAM BROCHURE

MOTION: Lillian Nolan moved, seconded by Carol Ott, that DSPS develop a brochure regarding the Professional Assistance Program. Motion carried unanimously.

DISCUSSION AND CONSIDERATION OF INITIATING RULE-MAKING REALATING TO N1

MOTION: Julie Ellis moved, seconded by Carol Ott, to approve the Scope Statement amending N1, 2, and 3. Motion carried unanimously.

DISCUSSION AND CONSIDERATION OF OUT OF STATE SCHOOLS

MOTION: Rachelle Lancaster moved, seconded by Kay Coppens, for DSPS staff to delete 441.05: Examination for Nurses and, in consultation with the Education Committee, adopt language from the Model Practice Act. Motion carried unanimously.

Maria Joseph left the meeting at 11:00 a.m.

MOTION: Carol Ott moved, seconded by Rachelle Lancaster, recognizes an out of state school that has been approved by that state's Board of Nursing and, if it has not been approved, the applicant will need to submit evidence that their education was comparable to Wisconsin. Motion carried unanimously.

MOTION: Kay Coppens moved, seconded by Carol Ott, that any out of state school with campus locations in Wisconsin needs to be approved by the Wisconsin Board of Nursing. Motion carried unanimously.

MOTION: Jeffrey Miller moved, seconded by Gretchen Lowe, that the approval of Wisconsin-based clinical sites for out of state students is not considered operating an educational program in the state of Wisconsin.. Motion carried unanimously.

LEGISLATION/ADMINISTRATIVE RULE MATTERS

MOTION: Kay Coppens moved, seconded by Julie Ellis, that DSPS staff create a Scope statement addressing that failure to cooperate with a pending investigation can subject an applicant to disciplinary action. Motion carried unanimously.

CLOSED SESSION

MOTION: Rachelle Lancaster moved, seconded by Lillian Nolan, 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 Legal Services and Compliance case status reports. Roll Call Vote: Kay Coppens-yes; Julie Ellis-yes; Rachelle Lancaster-yes; Gretchen Lowe-yes; Julia Nelson-yes; Lillian Nolan-yes; Jeffrey Miller-yes; and Carol Ott-yes. Motion carried unanimously.

The Board convened into Closed Session at 11:23 a.m.

RECONVENE TO OPEN SESSION

MOTION: Lillian Nolan moved, seconded by Gretchen Lowe, to reconvene into open session. Motion carried unanimously.

The Board reconvened into Open Session at 2:36 p.m.

VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION

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

CONSIDERATION OF LICENSURE PROCESS AND REVIEW OF APPLICANT SPECIFIC INFORMATION

MOTION: Rachelle Lancaster moved, seconded by Kay Coppens, that authorization to admit is considered approval only for the graduate to take the NCLEX and to grant licensure once all requirements are met. Motion carried unanimously.

MONITORING

Christine R. Bohl, L.P.N. – Requesting Full Licensure

MOTION: Rachelle Lancaster moved, seconded by Kay Coppens, to deny the request of Christine R. Bohl, L.P.N., for full licensure and reduction in drug screen frequency. **Reason for Denial:** Respondent should submit all of her prescriptions to date, complete treatment records and a detailed statement from her prescribing physician regarding her medical care and the medical reason for the prescription for Methadone or any other prescriptions. Motion carried unanimously.

James D. Larson, R.N. – Requesting Full Licensure

MOTION: Rachelle Lancaster moved, seconded by Jeffrey Miller, to deny the request of James D. Larson, R.N., for full licensure. **Reason for Denial:** Lack of time under the Board's Order. Motion carried unanimously.

Sue Ann Meadows, R.N. – Requesting Full Licensure

MOTION: Kay Coppens moved, seconded by Lillian Nolan, to grant the request of Sue Ann Meadows, R.N., for full licensure. Motion carried unanimously.

Denise A. Denton, R.N. – Requesting Modification

MOTION: Kay Coppens moved, seconded by Gretchen Lowe, to grant the request of Denise A. Denton, R.N., for reduction in drug screen frequency of drug screens to twenty-eight (28) per year with one (1) annual hair test and termination of therapy requirement if Respondent's hair test is negative. Motion carried unanimously.

Brianna L. Foley, R.N. – Requesting Modifications/Review Fitness to Practice Evaluation

MOTION: Rachelle Lancaster moved, seconded by Jeffrey Miller, to deny the request of Brianna L. Foley, R.N., for reduction in drug screen frequency. **Reason for Denial:** Based on fitness to practice evaluation and lack of compliance with Board's Order. Motion carried unanimously.

MOTION: Rachelle Lancaster moved, seconded by Kay Coppens, to suspend the license of Brianna L. Foley, R.N. based on the results for the fitness evaluation and lack of compliance with Board's Order. Motion carried unanimously.

Elizabeth Foward, R.N. – Requesting Full Licensure/Modification

MOTION: Kay Coppens moved, seconded by Jeffrey Miller, to deny the request of Elizabeth Forward, R.N., for full licensure. The Board also denies the request of Elizabeth Forward, R.N. for reduction in drug screening, termination of AA/NA attendance verification requirement, and termination of therapy requirement. **Reason for Denial:** Lack of time under Board's Order. Motion carried unanimously.

Angela M. Hanaman, R.N. – Requesting Stay of Suspension

MOTION: Kay Coppens moved, seconded by Rachelle Lancaster, to grant the request of Angela M. Hanaman, R.N., for stay of suspension. Motion carried unanimously.

MOTION: Rachelle Lancaster moved, seconded by Jeffrey Miller, that the information that was received by the Department of Safety and Professional Services monitor regarding Angela be referred to the Division of Legal Services and Compliance for potential investigation regarding patient abandonment, disruptive behaviors, and potential impairment. Motion carried unanimously.

Judith D. Kingsley, R.N. – Requesting Modification/Extension of Time to Pay Costs

MOTION: Gretchen Lowe moved, seconded by Kay Coppens, to grant the request of Judith D. Kingsley, R.N., for extension of 90 days to pay costs. Motion carried unanimously.

Mary Jo Trunnell, R.N. – Requesting Modification

MOTION: Rachelle Lancaster moved, seconded by Jeffrey Miller, to deny the request of Mary Jo Trunnell, R.N., for reduction in drug screen frequency, reduction in AA/NA meeting attendance, and permission to work in pool, home health, or agency settings. **Reason for Denial:** Failure to comply with the Board’s Order. Motion carried unanimously.

Regina M. Young, R.N. – Stay of Suspension

MOTION: Julie Ellis moved, seconded by Rachelle Lancaster, to deny the request for stay of suspension of license to Regina M. Young, R.N. **Reason for Denial:** Lack of time under Board Order. Motion carried unanimously.

LICENSING BY ENDORSEMENT

MOTION: Julie Ellis moved, seconded by Kay Coppens, to deny the request of P.R., for full licensure. **Reason for Denial:** N3.03 – Qualifications by Endorsement: 1.a.3. Applicant should be informed that the denial is due to unpaid income taxes in Illinois. Motion carried.

Rachelle Lancaster recused herself from voting in the matter of P.R.

CASE CLOSINGS

MOTION: Kay Coppens moved, seconded by Gretchen Lowe, to close the case # 11 NUR 608 for Insufficient Evidence (IE). Motion carried unanimously.

MOTION: Kay Coppens moved, seconded by Gretchen Lowe, to close the case # 12 NUR 443 for Prosecutorial Discretion (P5 with a flag). Motion carried unanimously.

MOTION: Kay Coppens moved, seconded by Gretchen Lowe, to close the case # 12 NUR 434 for Prosecutorial Discretion (P5 with a flag). Motion carried unanimously.

MOTION: Kay Coppens moved, seconded by Gretchen Lowe, to close the case # 12 NUR 399 for Prosecutorial Discretion (P5). Motion carried unanimously.

MOTION: Kay Coppens moved, seconded by Gretchen Lowe, to close the case # 12 NUR 460 for Insufficient Evidence (IE). Motion carried unanimously.

MOTION: Kay Coppens moved, seconded by Gretchen Lowe, to close the case # 12 NUR 435 for Prosecutorial Discretion (P5). Motion carried unanimously.

ADMINISTRATIVE WARNINGS

MOTION: Rachelle Lancaster moved, seconded by Kay Coppens, to issue an administrative warning in the matter of case number 11 NUR 215. Motion carried unanimously.

MOTION: Julie Ellis moved, seconded by Rachelle Lancaster, to issue an administrative warning in the matter of case number 12 NUR 188. Motion carried unanimously.

PROPOSED STIPULATIONS, FINAL DECISIONS AND ORDERS

MOTION: Gretchen Lowe moved, seconded by Lillian Nolan, to adopt the Findings of Fact, Conclusions of Law, Final Decisions and Orders in the disciplinary proceedings against:

- Martha J. Williamson, R.N. (11 NUR 537)
- Amanda R. Luedtke, L.P.N. (12 NUR 192)
- Vicki L. Piel, R.N. (12 NUR 207)
- Dona Lundmark, R.N. (12 NUR 249)

Motion carried unanimously.

Rachelle Lancaster abstained from voting on the matter of Amanda R. Luedtke.

ADJOURNMENT

MOTION: Lillian Nolan moved, seconded by Rachelle Lancaster, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 3:10 p.m.