



BOARD OF NURSING

Room 121A, 1400 East Washington Avenue, Madison
Contact: Dan Williams (608) 266-2112
February 8, 2018

The following agenda describes the issues that the Board plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a record of the actions of the Board.

AGENDA

9:00 A.M. OR IMMEDIATELY FOLLOWING THE NURSING LEGISLATION AND RULES COMMITTEE MEETING

OPEN SESSION – CALL TO ORDER – ROLL CALL

A. Adoption of Agenda (1-4)

B. Approval of Minutes of January 11, 2018 (5-10)

C. Administrative Matters - Discussion and Consideration (11-18)

- 1) Board Members – Term Expiration Dates:
 - a. Paul Abegglen – 07/01/2019
 - b. Jennifer Eklof – 07/01/2021 (appointed but not yet confirmed)
 - c. Elizabeth Smith Houskamp
 - d. Peter Kallio – 07/01/2018
 - e. Sheryl Krause – 07/01/2018
 - f. Lillian Nolan – 07/01/2019
 - g. Luann Skarlupka – 07/01/2021
 - h. Cheryl Streeter – 07/01/2018
 - i. Pamela White – 07/01/2019
- 2) Staff Updates
- 3) Appointment of Liaisons and Alternates
- 4) Delegation of Authorities

D. Education and Examination Matters - Discussion and Consideration

E. Legislative/Administrative Rule Matters - Discussion and Consideration

- 1) Update on Legislation and Pending or Possible Rulemaking Projects

F. National Council of State Boards of Nursing (NCSBN) Items - Discussion and Consideration

- 1) Update as to Nurse Compact (NLC) and Enhanced Nurse Compact (eNLC)

G. Board of Nursing Liaison Reports - Discussion and Consideration

H. DLSC Annual Report – Discussion and Consideration

I. Speaking Engagement(s), Travel, or Public Relation Request(s)- Discussion and Consideration

J. Informational Items

K. Deliberation on Items Added After Preparation of Agenda:

- 1) Introductions, Announcements and Recognition
- 2) Election of Officers
- 3) Appointment of Liaison(s)
- 4) Delegation of Authorities
- 5) Administrative Matters
- 6) Education and Examination Matters
- 7) Credentialing Matters
- 8) Practice Matters
- 9) Legislative/Administrative Rule Matters
- 10) Liaison Reports
- 11) Board Liaison Training and Appointment of Mentors
- 12) Informational Items
- 13) Disciplinary Matters
- 14) Presentations of Petitions for Summary Suspension
- 15) Petitions for Designation of Hearing Examiner
- 16) Presentation of Proposed Stipulations, Final Decisions and Orders
- 17) Presentation of Proposed Final Decision and Orders
- 18) Presentation of Interim Orders
- 19) Petitions for Re-Hearing
- 20) Petitions for Assessments
- 21) Petitions to Vacate Orders
- 22) Requests for Disciplinary Proceeding Presentations
- 23) Motions
- 24) Petitions
- 25) Appearances from Requests Received or Renewed
- 26) Speaking Engagement(s), Travel, or Public Relation Request(s)

L. Public Comments

CONVENE TO CLOSED SESSION to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85(1)(b), Stats.); to consider closing disciplinary investigations with administrative warnings (ss. 19.85 (1)(b), and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.); and to confer with legal counsel (s. 19.85(1)(g), Stats.).

M. Deliberation on Credentialing Matters

N. Deliberation on Division of Legal Services and Compliance (DLSC) Matters

- 1) **Attorney Amanda Florek**
 - a. *Administrative Warnings*
 1. 17 NUR 339 – D.A.F. **(19-20)**
 - b. *Stipulations and Final Decisions and Orders*
 1. 15 NUR 463 – R.J.M. **(21-26)**

2. 16 NUR 254 – A.E.B. **(27-33)**
3. 16 NUR 365 – T.M.G. **(34-43)**
4. 16 NUR 410 and 16 NUR 557 – C.M.P. **(44-52)**
5. 16 NUR 658 – E.M.P. **(53-65)**
6. 16 NUR 668 – M.S.W. **(66-72)**
7. 17 NUR 316 – B.L.P. **(73-78)**

2) Attorney Kim Kluck

a. Administrative Warnings

1. 16 NUR 400 – E.M.W. **(79-80)**
2. 17 NUR 119 – M.A.M. **(81-82)**
3. 17 NUR 641 – T.A.W. **(83-84)**

b. Stipulations and Final Decisions and Orders

1. 16 NUR 643 – T.A.M. **(85-92)**
2. 16 NUR 727 – N.R.P. **(93-100)**

3) Attorney Sean Brown

a. Administrative Warnings

1. 17 NUR 248 – K.A.O. **(101-102)**

4) Attorney Yolanda McGowan

a. Stipulations and Final Decisions and Orders

1. 15 NUR 019 – D.F. **(103-108)**

5) Case Closures

6) Monitoring (109-183)

a. Department Monitor Jesse Benisch

1. Kathryn Berry, R.N. – Requesting Termination of Direct Supervision **(111-124)**
2. Melissa Troutman, R.N. – Requesting Full Licensure **(125-138)**

b. Department Monitor Erin Graf

1. Karla Kuehl, R.N. – Requesting Full Licensure **(139-156)**
2. Brian Reynolds, R.N. – Requesting a Reduction in Screens and Ability to Work in Pool or Agency Setting **(157-183)**

O. Deliberation Order Fixing Costs in the Matter of Disciplinary Proceedings Against Caitlin Behnke, R.N., Respondent, DHA Case No. SPS-17-0022/DLSC Case No. 16 NUR 212 (184-191)

P. Deliberation of Items Added After Preparation of the Agenda

- 1) Education and Examination Matters
- 2) Credentialing Matters
- 3) Disciplinary Matters
- 4) Monitoring Matters
- 5) Professional Assistance Procedure (PAP) Matters
- 6) Petitions for Summary Suspensions
- 7) Petitions for Designation of Hearing Examiner
- 8) Proposed Stipulations, Final Decisions and Order
- 9) Administrative Warnings
- 10) Review of Administrative Warnings
- 11) Proposed Final Decision and Orders
- 12) Matters Relating to Costs/ Orders Fixing Costs

- 13) Case Closings
- 14) Board Liaison Training
- 15) Proposed Interim Orders
- 16) Petitions for Assessments and Evaluations
- 17) Petitions to Vacate Orders
- 18) Remedial Education Cases
- 19) Motions
- 20) Petitions for Re-Hearing
- 21) Appearances from Requests Received or Renewed

Q. Consulting with Legal Counsel

RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION

R. Vote on Items Considered or Deliberated Upon in Closed Session, if Voting is Appropriate

S. Open Session Items Noticed Above not Completed in the Initial Open Session

T. Board Meeting Process (Time Allocation, Agenda Items) – Discussion and Consideration

- 1) Newsletter Approval

U. Board Strategic Planning and its Mission, Vision and Values – Discussion and Consideration

- 1) 2018 Board Goals

ADJOURNMENT

NEXT MEETING DATE: MARCH 8, 2018

 MEETINGS AND HEARINGS ARE OPEN TO THE PUBLIC, AND MAY BE CANCELLED WITHOUT NOTICE.

Times listed for meeting items are approximate and depend on the length of discussion and voting. All meetings are held at 1400 East Washington Avenue, Madison, Wisconsin, unless otherwise noted. In order to confirm a meeting or to request a complete copy of the board’s agenda, please call the listed contact person. The board may also consider materials or items filed after the transmission of this notice. Times listed for the commencement of disciplinary hearings may be changed by the examiner for the convenience of the parties. Interpreters for the hearing impaired provided upon request by contacting the Affirmative Action Officer, 608-266-2112.

**BOARD OF NURSING
MEETING MINUTES
January 11, 2018**

PRESENT: Jennifer Eklof, Peter Kallio, Sheryl Krause, Lillian Nolan, Luann Skarlupka, Elizabeth Smith-Houskamp, Cheryl Streeter (*via GoToMeeting*)

EXCUSED: Paul Abegglen, Pamela White

STAFF: Dan Williams, Executive Director; Sharon Henes, Administrative Rules Coordinator; Laura Smith, Bureau Assistant; and other DSPS Staff

CALL TO ORDER

Sheryl Krause called the meeting to order at 9:35 a.m. A quorum of seven (7) members was confirmed.

ADOPTION OF THE AGENDA

Amendments to the Agenda

- *Amend Item P.4.a.1. to Katy Hayden – Request for Full Licensure*
- *Amend Item R.1. from an Order Fixing Costs to a Proposed Final Decision and Order*

MOTION: Peter Kallio moved, seconded by Luann Skarlupka, to adopt the agenda as amended. Motion carried unanimously.

APPROVAL OF MINUTES OF DECEMBER 14, 2017

MOTION: Peter Kallio moved, seconded by Luann Skarlupka, to approve the minutes of December 14, 2017 as published. Motion carried unanimously.

**9:30 A.M. PUBLIC HEARING ON CLEARINGHOUSE RULE 17-095 RELATING TO
SCHOOLS OF NURSING CURRICULUM AND CLINICALS**

MOTION: Luann Skarlupka moved, seconded by Peter Kallio, to reject Clearinghouse comments 5.b and 5.c. and to accept all remaining Clearinghouse comments for Clearinghouse Rule 17-095 relating to schools of nursing curriculum and clinicals. Motion carried unanimously.

MOTION: Luann Skarlupka moved, seconded by Jennifer Eklof, to authorize the Chair to approve the Legislative Report and Draft for Clearinghouse Rule CR 17-095 relating to schools of nursing curriculum and clinicals for submission to the Governor's Office and Legislature. Motion carried unanimously.

**9:30 A.M. PUBLIC HEARING ON CLEARINGHOUSE RULE 17-096 RELATING TO
SCHOOL APPROVAL**

MOTION: Luann Skarlupka moved, seconded by Jennifer Eklof, to reject Clearinghouse comments 5.c. and 5.f. and 5.g. and to accept all remaining Clearinghouse comments for Clearinghouse Rule 17-096 relating to school approval. Motion carried unanimously.

MOTION: Peter Kallio moved, seconded by Luann Skarlupka, to authorize the Chair to approve the Legislative Report and Draft for Clearinghouse Rule CR 17-096 relating to school approval for submission to the Governor's Office and Legislature. Motion carried unanimously.

SPEAKING ENGAGEMENTS, TRAVEL, OR PUBLIC RELATIONS REQUESTS

2018 NCSBN Midyear Meeting, March 5-7, 2018 in Chicago, IL

MOTION: Peter Kallio moved, seconded by Lillian Nolan, to delegate Dan Williams and Luann Skarlupka to attend the 2018 NCSBN Midyear Meeting on March 5-7, 2018 in Chicago, Illinois and to authorize travel. Motion carried unanimously.

MOTION: Peter Kallio moved, seconded by Lillian Nolan, to delegate Elizabeth Smith-Houskamp, and Sheryl Krause as the Board's delegates at the 2018 NCSBN Midyear Meeting on March 5-7, 2018 in Chicago, Illinois and to authorize travel. Motion carried unanimously.

ADMINISTRATIVE MATTERS

ELECTION OF OFFICERS

Board Chair

NOMINATION: Peter Kallio nominated Sheryl Krause for the Office of Board Chair.

Dan Williams called for nominations three (3) times.

Sheryl Krause was elected as Chair by unanimous consent.

Vice Chair

NOMINATION: Lillian Nolan nominated Peter Kallio for the Office of Vice Chair.

Dan Williams called for nominations three (3) times.

Peter Kallio was elected as Vice Chair by unanimous consent.

Secretary

NOMINATION: Luann Skarlupka nominated Lillian Nolan for the Office of Secretary.

Dan Williams called for nominations three (3) times.

Lillian Nolan was elected as Secretary by unanimous consent.

2018 ELECTION RESULTS	
Board Chair	Sheryl Krause
Vice Chair	Peter Kallio
Secretary	Lillian Nolan
2018 APPOINTMENTS	
Controlled Substances Board as per Wis. Stats. §15.405(5g)	Peter Kallio
Wisconsin Coalition for Prescription Drug Abuse Reduction	Peter Kallio
2018 SCREENING PANEL APPOINTMENTS	
February 2018 Only	Lillian Nolan, Elizabeth Smith-Houskamp, Jennifer Eklof
2018 COMMITTEE MEMBER APPOINTMENTS	
Rules and Legislation Committee	Peter Kallio Sheryl Krause Luann Skarlupka
BOARD APPOINTMENT TO THE INTERSTATE NURSE LICENSURE COMPACT COMMISSION	
Administrator of the Nurse Licensure Compact	Dan Williams

CLOSED SESSION

MOTION: Peter Kallio moved, seconded by Luann Skarlupka, to convene to closed session to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85 (1)(b), Stats.); to consider closing disciplinary investigation with administrative warning (ss.19.85(1)(b), Stats. and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.); and, to confer with legal counsel (s.19.85(1)(g), Stats.). Jeffrey Miller, Chair, read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Jennifer Eklof-yes; Peter Kallio-yes; Sheryl Krause-yes; Lillian Nolan-yes; Luann Skarlupka-yes; Elizabeth Smith-Houskamp-yes; and Cheryl Streeter-yes. Motion carried unanimously.

At this time, all external communication contacts will be terminated for purposes of going into Closed Session.

The Board convened into Closed Session at 11:20 a.m.

RECONVENE TO OPEN SESSION

MOTION: Peter Kallio moved, seconded by Lillian Nolan, to reconvene into Open Session. Motion carried unanimously.

The Board reconvened into Open Session at 12:44 p.m.

VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION

MOTION: Peter Kallio moved, seconded by Jennifer Eklof, to affirm all motions made in closed session. Motion carried unanimously.

At this time, all external communication contacts will be terminated for purposes of going into Closed Session.

DIVISION OF LEGAL SERVICES AND COMPLIANCE (DLSC) MATTERS

Attorney Amanda Florek

Administrative Warnings

17 NUR 384 – D.L.A.

MOTION: Elizabeth Smith-Houskamp moved, seconded by Peter Kallio, to issue an Administrative Warning in the matter of 17 NUR 384 (D.L.A.). Motion carried unanimously.

Proposed Stipulations, Final Decisions and Orders

MOTION: Elizabeth Smith-Houskamp moved, seconded by Peter Kallio, to accept the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against:

1. 16 NUR 471 (K.J.F.)
2. 16 NUR 521 (L.M.C.)

Motion carried unanimously.

DLSC Attorney Kim Kluck

Proposed Stipulations, Final Decisions and Orders

MOTION: Elizabeth Smith-Houskamp moved, seconded by Peter Kallio, to accept the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against:

1. 16 NUR 509 (S.J.K.)
2. 17 NUR 008 (T.M.K.)

Motion carried unanimously.

Case Closures

MOTION: Elizabeth Smith-Houskamp moved, seconded by Peter Kallio, to close the DLSC cases for the reasons outlined below:

1. 15 NUR 489 – Insufficient Evidence
2. 16 NUR 515 – Insufficient Evidence
3. 17 NUR 488 – Prosecutorial Discretion (P6)
4. 17 NUR 295 – No Violation
5. 16 NUR 391 – Insufficient Evidence
6. 17 NUR 365 – Prosecutorial Discretion (P6)
7. 16 NUR 664 – Insufficient Evidence

Motion carried unanimously.

Monitoring

Department Monitor Jesse Benisch

Katy Hayden, R.N. – Requesting Full Licensure

MOTION: Peter Kallio moved, seconded by Jennifer Eklof, to grant the request of Katy Hayden for full licensure. Motion carried unanimously.

Scott Strube, R.N. – Requesting Reduction in Screens, Termination of Direct Supervision, Termination of Employment Settings, and Termination of Abstaining from Alcohol

MOTION: Cheryl Streeter moved, seconded by Lillian Nolan, to grant the request of Scott Strube for reduction in screens to 36 per year and to deny termination of direct supervision, termination of employment settings, and termination of abstaining from alcohol. **Reason for Denial:** Respondent needs to practice nursing under the conditions of the modified Board Order (12/21/2016) before the Board will consider amending other requirements. Motion carried unanimously.

Department Monitor Erin Graf

Joni Eberhardy, R.N. – Requesting Termination of Treatment, Termination of Direct Supervision, Termination or Decrease of AA/NA Meetings and Reduction in Screens

MOTION: Lillian Nolan moved, seconded by Peter Kallio, to grant the request of Joni Eberhardy for termination of treatment, and deny termination of direct supervision, termination or decrease of AA/NA meetings and reduction in screens. **Reason for Denial:** Failure to demonstrate continuous and successful compliance under the terms of the Order (8/20/2015). Motion carried unanimously.

Kristine Kennedy, R.N. – Requesting Termination of Direct Supervision and a Reduction in Screens

MOTION: Luann Skarlupka moved, seconded by Peter Kallio, to grant the request of Kristine Kennedy for termination of direct supervision and a reduction in screens to 28 screens and a hair per year. Motion carried unanimously.

Christine Schultz, R.N. – Review of AODA Assessment

MOTION: Luann Skarlupka moved, seconded by Peter Kallio, to accept the AODA assessment and to add additional limitations to the Order pursuant to the AODA assessment and assessor's recommendations for Christine Schultz. Motion carried unanimously.

DELIBERATION ON PROPOSED FINAL DECISION AND ORDER IN THE MATTER OF DISCIPLINARY PROCEEDINGS AGAINST JENNIFER CIVITARESE, R.N., RESPONDENT, DHA CASE NO. SPS-17-0020/DLSC CASE NO. 16 NUR 265

(Sheryl Krause recused herself and left the room for deliberation and voting in the matter of disciplinary proceedings against Jennifer Civitiarese.)

MOTION: Lillian Nolan moved, seconded by Jennifer Eklof, to adopt the Findings of Fact, Conclusions of Law, and Proposed Decision and Order in the matter of disciplinary proceedings against Jennifer Civitarese R.N., Respondent – DHA Case No. SPS-17-0020/DLSC Case No. 16 NUR 265. Motion carried unanimously.

DELIBERATION ON PROPOSED FINAL DECISION AND ORDER IN THE MATTER OF DISCIPLINARY PROCEEDINGS AGAINST JESSICA J. GOLLON, R.N., RESPONDENT, DHA CASE NO. SPS-17-0024/DLSC CASE NO. 16 NUR 590

(Sheryl Krause recused herself and left the room for deliberation and voting in the matter of disciplinary proceedings against Jessica J. Gollon.)

MOTION: Luann Skarlupka moved, seconded by Elizabeth Smith-Houskamp, to adopt the Findings of Fact, Conclusions of Law, and Proposed Decision and Order in the matter of disciplinary proceedings against Jessica J. Gollon, R.N., Respondent – DHA Case No. SPS-17-0024/DLSC Case No. 16 NUR 590. Motion carried unanimously.

ADJOURNMENT

MOTION: Peter Kallio moved, seconded by Luann Skarlupka, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 1:11 p.m.

**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Laura Smith, Bureau Assistant, on behalf of Dan Williams, Executive Director		2) Date When Request Submitted: 01/18/18 Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting	
3) Name of Board, Committee, Council, Sections: Board of Nursing			
4) Meeting Date: 02/08/2018	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Administrative Matters/Updates: 1) Appointments of Liaisons and Alternates 2) Delegation of Authorities	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled? <input type="checkbox"/> Yes (Fill out Board Appearance Request) <input type="checkbox"/> No	9) Name of Case Advisor(s), if required:	
10) Describe the issue and action that should be addressed: 1) The Chair should appoint liaisons and screening panelists not assigned at January 2018 meeting 2) The Board should review and then consider continuation of modification of previously delegated authorities.			
11) Signature of person making this request <i>Laura Smith</i>		Authorization	Date 1/18/18
Supervisor (if required)		Date	
Executive Director signature (indicates approval to add post agenda deadline item to agenda) Date			
Directions for including supporting documents: 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			

Board of Nursing

Highlighted appointments have been held over from 2017 and not yet reassigned for 2018. Delegation Motions have not been made for 2018.

2018 ELECTION RESULTS	
Board Chair	Sheryl Krause
Vice Chair	Peter Kallio
Secretary	Lillian Nolan
2018 LIAISON APPOINTMENTS	
Credentialing	Paul Abegglen, <i>Alternate: Peter Kallio</i>
Professional Assistance Procedure (PAP)	Cheryl Streeter <i>Alternate: Paul Abegglen</i>
Monitoring	Jodi Johnson <i>Alternate: Paul Abegglen</i>
Newsletter	Lillian Nolan
Board Practice	Paul Abegglen <i>Alternate: Sheryl Krause</i>
Board Education	Sheryl Krause <i>Alternate: Peter Kallio</i>
Legislative Liaison	Sheryl Krause
2018 APPOINTMENTS	
Controlled Substances Board as per Wis. Stats. §15.405(5g)	Peter Kallio
Wisconsin Coalition for Prescription Drug Abuse Reduction	Peter Kallio
2018 SCREENING PANEL APPOINTMENTS	
February 2018	Lillian Nolan, Elizabeth Smith-Houskamp, Peter Kallio
March 2018-June 2018	Cheryl Streeter, Paul Abegglen, Luann Skarlupka
July 2018 – January 2019	Lillian Nolan, Elizabeth Smith-Houskamp, Peter Kallio

2018 COMMITTEE MEMBER APPOINTMENTS	
Rules and Legislation Committee	Peter Kallio Sheryl Krause Luann Skarlupka
DEPARTMENT APPOINTMENT AS PER WIS. STATS. §441.50(8)(a)	
Administrator of the Nurse Licensure Compact	Dan Williams

DELEGATION MOTIONS – January 2017

Delegated Authority for Urgent Matters

MOTION: Peter Kallio moved, seconded by Paul Abegglen, that, in order to facilitate the completion of assignments between meetings, the Board delegates its authority to the Chair to appoint liaisons to carry out the duties of the Board in accordance with the law. Motion carried unanimously.

Delegated Authority for Application Denial Reviews

MOTION: Peter Kallio moved, seconded by Paul Abegglen, that the Board counsel or another department attorney is formally authorized to serve as the Board’s designee for purposes of Wis. Admin Code § SPS 1.08(1). Motion carried unanimously.

Document Signature Delegation

MOTION: Peter Kallio moved, seconded by Paul Abegglen, the Board delegates authority to the Chair to sign documents on behalf of the Board. In order to carry out duties of the Board, the Chair has the ability to delegate this signature authority to the Board’s Executive Director for purposes of facilitating the completion of assignments during or between meetings. Motion carried unanimously.

Screening Panel

MOTION: Peter Kallio moved, seconded by Paul Abegglen, to delegate to the attorney assigned to each screening panel the discretion to close cases that clearly do not allege a provable violation of law and therefore do not merit review by the full screening panel. Motion carried unanimously.

Credentialing Authority Delegations

MOTION: Peter Kallio moved, seconded by Paul Abegglen, to delegate authority to the Credentialing Liaisons to address all issues related to credentialing matters. Motion carried unanimously.

MOTION: Peter Kallio moved, seconded by Paul Abegglen, to delegate authority to the Credentialing Liaisons to address all issues related to credentialing matters except potential denial decisions should be referred to the full Board for final determination. Motion carried unanimously.

MOTION: Kallio moved, seconded by Paul Abegglen, to delegate credentialing authority to DSPTS for those submitted applications that meet the criteria of Rule and Statute and thereby would not need further Board or Board liaison review. Motion carried unanimously.

MOTION: Peter Kallio moved, seconded by Paul Abegglen, to delegate credentialing decisions to DSPTS Staff involving an applicant who was granted an unrestricted nursing license by the Wisconsin Board of Nursing, is seeking a new credential, and has had no new issues since the previous license was granted. Motion carried unanimously.

MOTION: Peter Kallio moved, seconded by Paul Abegglen, to delegate decision making authority to DSPTS staff for licensure purposes relating to:

- 1) Up to two (2) OWIs prior to entering into Nursing School
- 2) A Single (1) OWI conviction during or after Nursing School
- 3) Under Age Drinking
- 4) Ordinance or municipal violations prior to entering Nursing School
- 5) Retail theft prior to entering Nursing School
- 6) The granting of a limited license for a Nurse Refresher Course (as long as all other requirements are met) unless there are convictions, prior Board discipline, or impairment issues. Staff can then move forward with the granting of full licensure after verification of successful completion has been received

Motion carried unanimously.

Monitoring Delegations

MOTION: Peter Kallio moved, seconded by Paul Abegglen, to adopt the 'Roles and Authorities Delegated to the Monitoring Liaison and Department Monitor; document as presented. Motion carried unanimously.

MOTION: Peter Kallio moved, seconded by Paul Abegglen, to delegate to the Monitoring Liaison the authority to provide written authorization pursuant to Wis. Admin. Code § N 9.03(1). Motion carried unanimously.

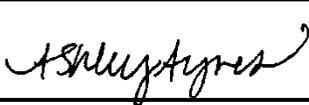
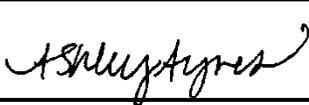
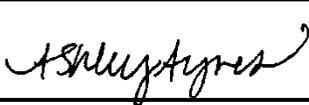
Education Delegations

MOTION: Peter Kallio moved, seconded by Paul Abegglen, to delegate authority to the Board Education Liaison(s) to address all issues related to education and examinations. Motion carried unanimously.

Rules Committee

MOTION: Peter Kallio moved, seconded by Paul Abegglen, to grant the Nursing Legislation and Rules Committee the ability to discuss legislative matters and to review and propose rule making language to the full Board. Motion carried unanimously.

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Ashley Ayres Monitoring and Intake Supervisor Division of Legal Services and Compliance		2) Date When Request Submitted: December 18, 2017									
		Items will be considered late if submitted after 4:30 p.m. and less than: <ul style="list-style-type: none"> ▪ 10 work days before the meeting for Medical Board ▪ 14 work days before the meeting for all others 									
3) Name of Board, Committee, Council, Sections: Board of Nursing											
4) Meeting Date: January 11, 2018	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Appointment of Monitoring Liaison and Delegated Authority Motion									
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both	8) Is an appearance before the Board being scheduled? <input type="checkbox"/> Yes (Fill out Board Appearance Request) <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required:									
10) Describe the issue and action that should be addressed: Adopt or reject the Roles and Authorities Delegated to the Monitoring Liaison and Department Monitor document as presented in today's agenda packet.											
11) <table style="width: 100%; border: none;"> <tr> <td style="width: 60%; border: none;"> <div style="text-align: center;">  </div> </td> <td style="width: 40%; border: none; text-align: center;"> Authorization December 18, 2017 </td> </tr> <tr> <td style="border: none;"> <hr/> Signature of person making this request </td> <td style="border: none; text-align: center;"> <hr/> Date </td> </tr> <tr> <td style="border: none;"> <hr/> Supervisor (if required) </td> <td style="border: none; text-align: center;"> <hr/> Date </td> </tr> <tr> <td style="border: none;"> <hr/> Executive Director signature (indicates approval to add post agenda deadline item to agenda) </td> <td style="border: none; text-align: center;"> <hr/> Date </td> </tr> </table>				<div style="text-align: center;">  </div>	Authorization December 18, 2017	<hr/> Signature of person making this request	<hr/> Date	<hr/> Supervisor (if required)	<hr/> Date	<hr/> Executive Director signature (indicates approval to add post agenda deadline item to agenda)	<hr/> Date
<div style="text-align: center;">  </div>	Authorization December 18, 2017										
<hr/> Signature of person making this request	<hr/> Date										
<hr/> Supervisor (if required)	<hr/> Date										
<hr/> Executive Director signature (indicates approval to add post agenda deadline item to agenda)	<hr/> Date										
Directions for including supporting documents: 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, Provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.											

Roles and Authorities Delegated to the Monitoring Liaison and Department Monitor

The Monitoring Liaison (“Liaison”) is a Board/Section designee who works with department monitors to enforce Board/Section orders as explained below.

Current Authorities Delegated to the Monitoring Liaison

The Liaison may take the following actions on behalf of the Board/Section:

1. Grant a temporary reduction in random drug screen frequency upon Respondent’s request if he/she is unemployed and is otherwise compliant with Board/Section order. The temporary reduction will be in effect until Respondent secures employment in the profession. The Department Monitor (“Monitor”) will draft an order and sign on behalf of the Liaison.
2. Grant a stay of suspension if Respondent is eligible per the Board/Section order. The Monitor will draft an order and sign on behalf of the Liaison.
3. Remove the stay of suspension if there are repeated violations or a substantial violation of the Board/Section order. In conjunction with removal of any stay of suspension, the Liaison may prohibit Respondent from seeking reinstatement of the stay for a specified period of time. The Monitor will draft an order and sign on behalf of the Liaison.
4. Grant or deny approval when Respondent proposes continuing/remedial education courses, treatment providers, mentors, supervisors, change of employment, etc. unless the order specifically requires full-Board/Section approval.
5. Grant a maximum of one 90-day extension, if warranted and requested in writing by Respondent, to complete Board/Section-ordered continuing education.
6. Grant a maximum of one extension or payment plan for proceeding costs and/or forfeitures if warranted and requested in writing by Respondent.
7. Grant full reinstatement of licensure if Respondent has fully complied with all terms of the order without deviation. The Monitor will draft an order and obtain the signature or written authorization from the Liaison.
8. Grant or deny a request to appear before the Board/Section in closed session.
9. *(Except Pharmacy)* Accept Respondent’s written request to surrender credential. If accepted by the Liaison, Monitor will consult with Board Counsel to determine if a stipulation is necessary. If a stipulation is not necessary, Monitor will draft an order and sign on behalf of the Liaison. If denied by the Liaison, the request to surrender credential will go to the full Board for review.
10. *(Except Pharmacy)* Grant Respondent’s petition for a reduction in drug screens per the standard schedule, below. If approved, Monitor will draft an order and sign on behalf of the Liaison.
 - a. Year 1: 49 screens (including 1 hair test, if required by original order)
 - b. Year 2: 36 screens (plus 1 hair test, if required by original order)
 - c. Year 3: 28 screens plus 1 hair test
 - d. Year 4: 28 screens plus 1 hair test
 - e. Year 5: 14 screens plus 1 hair test
11. *(Dentistry only)* – Ability to approve or deny all requests from a respondent.

Current Authorities Delegated to the Department Monitor

The Monitor may take the following actions on behalf of the Board/Section, draft an order and sign:

1. Grant full reinstatement of licensure if CE is the sole condition of the limitation and Respondent has submitted the required proof of completion for approved courses.
 2. Suspend the license if Respondent has not completed Board/Section-ordered CE and/or paid costs and forfeitures within the time specified by the Board/Section order. The Monitor may remove the suspension and issue an order when proof completion and/or payment have been received.
 3. Suspend the license (or remove stay of suspension) if Respondent fails to enroll and participate in an Approved Program for drug and alcohol testing within 30 days of the order, or if Respondent ceases participation in the Approved Program without Board approval. This delegated authority only pertains to respondents who must comply with drug and/or alcohol testing requirements.
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Proposed (New) Delegations to the Monitoring Liaison

The Monitoring Unit is proposing the following additions to the Monitoring Liaison's authority:

1. Board Monitoring Liaison may determine whether Respondent's petition is eligible for consideration by the full Board/Section.
2. Board Monitoring Liaison may approve or deny Respondent's request to be excused from drug and alcohol testing for work, travel, etc.