

**STATE BOARD OF NURSING  
17373 PERKINS ROAD  
BATON ROUGE, LOUISIANA 70810**

**MINUTES OF THE OCTOBER 11, 2018 BOARD MEETING**

**Call to Order:** The regular meeting of the Louisiana State Board of Nursing was called to order at 9:00 a.m. by L. Bonanno, President, on Thursday, October 11, 2018, at the Louisiana State Board of Nursing, 17373 Perkins Road, Baton Rouge, Louisiana 70810.

**Roll Call:** The following Board members were in attendance:  
Laura Bonanno, DNP, CRNA, President  
Teresita McNabb, RN, MSHSA, NE-A, CLNC, FACHE, Vice President  
Tim Cotita, MSHCE, RN, CDE, Alternate Officer  
Kenneth Alexander, MS, RRT  
Jennifer Couvillon, PhD, RN-BC, CNE  
Jacqueline Hill, PhD, RN  
Tavell Kindall, DNP, APRN  
Jennifer Manning, DNS, APRN, CNS, CNE  
Tracey Moffatt, MHA, BSN, RN  
Susan Saunders, BA

The following Board members were not in attendance:  
Nancy Davis, MN, RN, NE-BC

The following staff members were in attendance:  
Karen C. Lyon, PhD, APRN, MBA, NEA-BC, Executive Director/CEO  
Isonel Brown, MS, MBA, Chief Administrative Officer  
Wanda Matthews, MPA, Chief Regulatory Officer  
Jennifer Wright, DNP, APRN, FNP-BC, Chief Nursing Officer  
Cynthia Bienemy, PhD, RN, Director of Louisiana Center for Nursing  
Patricia Dufrene, PhD, RN, Director of Education and Licensure  
Cynthia York, DNP, RN, CGRN, FRE, Director, RN Practice and Credentialing  
Monique Calmes, APRN, FNP-C, Director, Advanced Practice Nursing  
Carl Nagin, BSCS, IT Manager  
LaQueda Ricks, Human Resources Manager  
William Little, JD, MPA, Director of Investigations  
Carrie LeBlanc Jones, JD, Board Attorney  
Marcia Carter, Administrative Assistant to the Executive Director  
Suzanne C. Armand, CCR, CVR, Court Reporter

**Adoption of Agenda:**

**Motion:** by T. Cotita, seconded, to adopt the Agenda with the ability to reorder the Agenda items for efficiency.

Voice Vote: K. Alexander-yes; L. Bonanno-yes; T. Cotita-yes; J. Couvillon-yes; J. Hill-yes; T. Kindall-yes; J. Manning-yes; T. Moffatt-yes; T. McNabb-yes; S. Saunders-yes

Motion Carried

**Approval of Minutes:**

The Minutes of the August 9, 2018 Board Meeting are available for viewing on Confluence.

**Motion:** by K. Alexander, seconded, to approve the Minutes of the August 9, 2018 Board Meeting.

Voice Vote: K. Alexander-yes; L. Bonanno-yes; T. Cotita-yes; J. Couvillon-yes; J. Hill-yes; T. Kindall-yes; J. Manning-yes; T. Moffatt-yes; T. McNabb-yes; S. Saunders-yes

Motion Carried

Dr. Lyon presented Dr. Marelle Yongue with a plaque in recognition for her service to the Board. Dr. Yongue served as an ex-officio physician member for a four-year term.

**UNFINISHED BUSINESS**

**Review RN Articulation Model Task Force**

Dr. Wright reported that the Task Force has a meeting scheduled for the end of November to initiate discussions.

**NEW BUSINESS**

**1. CONSENT AGENDA MOTIONS**

1. LSBN Staff Program Status Reports
  1. NCLEX Report
  2. Accreditation Reports
2. Approved Program Reports
  1. LSU Eunice ACEN Correspondence
3. Education Announcements

Dr. Dufrene reported that there are six schools at 100%, fifteen Schools are above 90%, two are above 80%, and two are below 80%

**Motion:** by T. Moffatt, seconded, to accept the Consent Agenda Motions.

Voice Vote: K. Alexander-yes; L. Bonanno-yes; T. Cotita-yes; J. Couvillon-yes; J. Hill-yes; T. Kindall-yes; J. Manning-yes; T. Moffatt-yes; T. McNabb-yes; S. Saunders-yes

Motion Carried

**4. Division Reports**

**Agenda Item 4.1**

**Division of Nursing Practice**

**Agenda Item 4.1.1**

**Education**

**Agenda Item 4.1.1.1**

**Schools of Nursing Probationary Status Report**

**Agenda Item 4.1.1.1.1**

**Dillard University**

Summary/Background presented by Dr. Dufrene. Recommended acceptance.

Dr. Sharon Hutchinson, Chair of Nursing at Dillard University, was present to provide information and to answer questions by Board members.

Discussion ensued.

**Motion:** by Dr. Hill, seconded, that the Board accept Dillard University's report and action plan regarding the probationary status of the Baccalaureate of Science in Nursing education degree program.

Voice Vote: K. Alexander-yes; L. Bonanno-yes; T. Cotita-yes; J. Couvillon-yes; J. Hill-yes; T. Kindall-yes; J. Manning-yes; T. Moffatt-yes; T. McNabb-yes; S. Saunders-yes

Motion Carried

**Agenda Item 4.1.1.1.2**

**Southern University Shreveport**

Summary/Background presented by Dr. Dufrene. Recommended acceptance.

**Motion:** by Dr. Hill, seconded, that the Board accept Southern University at Shreveport's report and action plan regarding the probationary status of the Associate of Science in Nursing education degree program.

Voice Vote: K. Alexander-yes; L. Bonanno-yes; T. Cotita-yes; J. Couvillon-yes; J. Hill-yes; T. Kindall-yes; J. Manning-yes; T. Moffatt-yes; T. McNabb-yes; S. Saunders-yes

Motion Carried

**Agenda Item 4.1.2**  
**RN Practice Credentialing**

**Agenda Item 4.1.2.1**  
**Petition Submitted Requesting Review of LSBN's Policy for Credentialing Internationally-Educated Registered Nurses including Puerto Rico.**

Summary/Background presented by Dr. York.

A copy of Ms. Paige Kunkle's petition, along with other documentation pertinent to the petition, was provided to Board members. Dr. York stated that it has been the Board's process to classify nurses who are educated in Puerto Rico as internationally educated nurses.

Dr. York explained to the Board their current processes are based on National Council recommendations. Nurses who are educated in a country outside of the United States, including the U.S. territories, are required to have a Credentials Evaluation Report submitted to LSBN through the CGFNS.

Ms. Paige Kunkle was present to express her concerns, provide information and to answer questions by Board members.

Discussion ensued.

**Motion:** by T. McNabb, seconded, that the Board reconvene the Louisiana State Board of Nursing's Internationally Educated Nurses Task Force to review and discuss current policies and procedures.

The LSBN's Internationally Educated Nurses Task Force members include T. Cotita, T. McNabb and Dr. Bonanno. K. Alexander and Dr. Manning requested to be included on that Task Force as well.

Voice Vote: K. Alexander-yes; L. Bonanno-yes; T. Cotita-yes; J. Couvillon-yes; J. Hill-yes; T. Kindall-yes; J. Manning-yes; T. Moffatt-yes; T. McNabb-yes; S. Saunders-yes

Motion Carried

(Break)

(Dr. Bonanno called the Board Meeting back to order)

**1. National Council of State Boards of Nursing**

**Agenda Item 1.1**  
**Professional Development**

**Agenda Item 1.1.1**  
**Jim Puente, Director of NLC**

A power point presentation was given by Mr. Puente regarding the Enhanced Nurse Licensure Compact and implications for implementation in Louisiana in 2019. Discussion followed.

(Lunch Break)

(Dr. Bonanno called the Board meeting back to order)

**Agenda Item 4.1.1.3**  
**Advanced Practice**

No Report

**Agenda Item 4.1.4**  
**Center for Nursing**

**Agenda Item 4.1.4.1**  
**Louisiana Center for Nursing Updates**

Dr. Bienemy thanked the Board members that were able to come to the Forecasting Brainstorming Session. A copy of the power point presentation was made available to those Board members who were not able to attend.

Dr. Bonanno stated that it was an excellent presentation.

The National Council of State Boards of Nursing and the National Forum of State Nursing Workforce Centers have worked collaboratively in conducting the National Nursing Workforce Survey biennially since 2013. The 2017 report was published in the Journal of Nursing Regulation as a Supplement Issue this month.

In April of this year, the Louisiana Action Coalition had their second Culture of Health Summit and a goal of the summit was to motivate attendees to take the information learned at the summit back to their various regions and/or parishes across the state. LAC is pleased that the Lafayette region will be having their Acadiana Culture of Health (COH) Summit on December 11, 2018 to further investigate the county health rankings for the parishes that make up their region and to begin the process of developing action plans to address healthcare disparities in their communities.

**Agenda Item 4.1.4.2**  
**Follow-up Report on Mr. Cotita's Request for data on LPN to RN statistics**

Dr. Bienemy reported that the Center for Nursing does track data regarding LPN to RN statistics. A one-page document was handed out to Board members containing information from the schools of nursing annual reports. There has been a delay in the acquisition of this information from the licensure renewal data during the transition to ORBS. The data from the 2015 and 2016 licensure renewal seasons through ORBS was not consistent with that previously acquired through LSBN's self-developed system but LSBN will be able to use 2016 and 2017 data once IT is able to process the raw data provided through the LSBN Portal.

**Agenda Item 4.2**

## **Division on Regulatory Affairs**

### **Agenda Item 4.2.1**

#### **RNP/Monitoring**

Ms. Matthews reported that the Regulatory Division will have its report in December as requested and stated that Mr. Little will give a report in response to Mr. Cotita's question on the number of open investigations from 2015 and 2016.

### **Agenda Item 4.2.2**

#### **Investigations**

In response to a question posed by Mr. Cotita at the August Board meeting, Mr. Little reported on the number of outstanding cases from the 2015 and 2016 calendar year.

For the 2015 calendar year, there are 37 outstanding cases, with 107 outstanding cases from the 2016 calendar year. This totals 144 cases from the 2015 and 2016 calendar years combined. Most of those cases are Priority 3 and Priority 4 matters, which are lower priority matters.

Dr. Bonanno stated she would like to see these outstanding cases resolved as soon as possible..

Discussion ensued.

Mr. Little reported that since they have gone to ORBS, the number of complaints has greatly increased. This week the Investigations Department reviewed forty new complaints.

Discussion ensued regarding acquiring temporary personnel.

### **Agenda Item 4.2.3**

#### **Hearings**

No Report

## **3. Division of Administration**

### **Agenda Item 3.1**

#### **Chief Administrative Officer**

### **Agenda Item 3.1.1**

#### **FY 2018 Financial and Compliance Audit**

(Report posted)

Board members were provided a paperbound copy of the FY2018 Financial and Compliance Audit from the auditor. The LSBN received an unmodified, "clean" audit opinion concluding that LSBN's financial statements are presented fairly in all material respects, in accordance with Generally Accepted Accounting Principles. Additionally, the report contained no comments or findings in connection with the audit.

**Motion:** by T. McNabb, seconded, to approve the Acceptance and Approval of the FY 2018 Financial and Compliance Audit Report.

Voice Vote: K. Alexander-yes; L. Bonanno-yes; T. Cotita-yes; J. Couvillon-yes; J. Hill-yes; T. Kindall-yes; J. Manning-yes; T. Moffatt-yes; T. McNabb-yes; S. Saunders-yes

Motion Carried

**Agenda Item 3.1.2**  
**Investment Banking**

Summary/Background presented by Ms. Brown and Mr. Roy Hebert, CPA.

**Motion:** by T. Moffatt, seconded, to approve the Acceptance and Approval of the Board Resolution to transfer LSBN's money market and investment funds from Capital One Security to Hancock-Whitney.

Voice Vote: K. Alexander-yes; L. Bonanno-yes; T. Cotita-yes; J. Couvillon-yes; J. Hill-yes; T. Kindall-yes; J. Manning-yes; T. Moffatt-yes; T. McNabb-yes; S. Saunders-yes

Motion Carried

**Motion:** by T. Moffatt, seconded, to approve the adoption of the following Resolution:

“It was duly moved and seconded that the following resolution be adopted:

BE IT RESOLVED that the Board of Directors of the Louisiana State Board of Nursing hereby names and approves Hancock Whitney as its investment bank and LSBN financial intermediary.

BE IT RESOLVED that Karen C. Lyon, Chief Executive Officer, is authorized to open a new money market and investment account(s) with Hancock Whitney for and on behalf of Louisiana State Board of Nursing.

BE IT FURTHER RESOLVED that Karen C. Lyon, Chief Executive Officer, is granted the authority to execute all fiscal documents required to complete the transfer of investment funds and money market funds from Capital One Investing to Hancock Whitney for and on behalf of Louisiana State Board of Nursing.”

Voice Vote: K. Alexander-yes; L. Bonanno-yes; T. Cotita-yes; J. Couvillon-yes; J. Hill-yes; T. Kindall-yes; J. Manning-yes; T. Moffatt-yes; T. McNabb-yes; S. Saunders-yes

Motion Carried

**Agenda Item 3.2**  
**Information Technology**

(No Report)

**Agenda Item 3.3**  
**Human Resources**

(No Report)

**Agenda Item 3.4**  
**Finance/Records Management**

(No Report)

**5. Reports**

**Agenda Item 5.1**  
**Report of the President**

(Report Posted)

**Agenda Item 5.2**  
**Report of the Vice President**

(Report Posted)

**Agenda Item 5.3**  
**Report of the Executive Director**

(Report Posted)

**Motion:** by J. Hill, seconded, to approve the President, Vice President and Executive Director's Report.

Voice Vote: K. Alexander-yes; L. Bonanno-yes; T. Cotita-yes; J. Couvillon-yes; J. Hill-yes; T. Kindall-yes; J. Manning-yes; T. Moffatt-yes; T. McNabb-yes; S. Saunders-yes

Motion Carried

**3. Office of the Executive Director**

**Agenda Item 3.1**  
**Act 454 Public Hearing**

Dr. Lyon reported that an occupational licensure law was passed regarding Louisiana. Act 454 requires that there must be a website posting for handling petitions for rulemaking. They



are in the process of working with IT to make sure that their rulemaking procedure is posted on the Board's website.

And secondly, it is required that the Board must hold one public hearing prior to January 1<sup>st</sup>, 2020 to allow any interested persons the opportunity to comment on any rule of the agency. Dr. Lyon stated that they have opted to have a rule review meeting in 2019 to review everything that is in Louisiana's Administrative Code 46: XLVII, Chapter 47, Subpart 2, Registered Nurses, to look at every rule that the Board has related to registered nursing. The Board must post it, including all the new rules that have been implemented during 2018, and allow any interested parties to come and ask any questions they may have regarding the rules.

### **Agenda Item 3.2**

#### **2019 Election of Officers**

Board members will be voting for new officers whose positions will be effective January 1, 2019.

T. McNabb was nominated for president. There were no other nominations for president.

T. Cotita was nominated for vice president. There were no other nominations for vice president.

Dr. Hill and Dr. Bonanno were nominated for alternate officer. There were no other nominations for alternate officer.

Ballots were passed out to Board members to vote on the new officers for 2019.

(See Agenda 3.2 (continued))

### **Agenda Item 3.3**

#### **2019 Board Hearing Panel and Board Meeting Dates**

The new dates for the 2019 Hearing Panel and Board Meeting were submitted for Board's approval.

**Motion:** by T. McNabb, seconded, to approve the 2019 Board Hearing Panel and Board Meeting Dates

Voice Vote: K. Alexander-yes; L. Bonanno-yes; T. Cotita-yes; J. Couvillon-yes; J. Hill-yes; T. Kindall-yes; J. Manning-yes; T. Moffatt-yes; T. McNabb-yes; S. Saunders-yes

Motion Carried

### **Agenda Item 3.4**

#### **Update on Chapter 34, Section 3415 Reinstatement of License**

Dr. Lyon reported that this rule change allows registered nurses and advanced practice registered nurses whose licenses have been revoked to be considered for reinstatement with

stipulations. This rule also differentiates revocation from permanent revocation. For those nurses whose license has been revoked but not permanently revoked, five years must elapse from the Board's final order before they may apply for reinstatement. This rule will be published on October 20, 2018.

Dr. Lyon will forward to Board members the entire language of 3415 and the changes.

### **5. Public Comments**

(No Public Comments)

### **Agenda Item 3.2 (continued)** **2019 Election of Officers**

After receiving and counting ballots, Dr. Lyon stated that the results of the 2019 election of officers are as follows:

President is T. McNabb. Vice President is T. Cotita. Alternate Officer is Dr. Bonanno.

### **Executive Session**

**Motion:** by T. McNabb, seconded, to go into Executive Session for the purposes of hearing the Report on Litigation and Personnel Issues.

Voice Vote: K. Alexander-yes; L. Bonanno-yes; T. Cotita-yes; J. Couvillon-yes; J. Hill-yes; T. Kindall-yes; J. Manning-yes; T. Moffatt-yes; T. McNabb-yes; S. Saunders-yes


Motion Carried

### **ADJOURNMENT:**

**After returning from Executive Session, the Board Meeting was adjourned.**

**Motion:** by \_\_\_\_\_, seconded, to adjourn

The meeting adjourned at 2:20 p.m.

  
\_\_\_\_\_  
**LAURA BONANNO, PRESIDENT**  
**LOUISIANA STATE BOARD OF NURSING**