

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

**MINUTES OF THE APRIL 12, 2018 BOARD MEETING**

**Call to Order:** The regular meeting of the Louisiana State Board of Nursing was called to order at 9:07 a.m. by L. Bonanno, President, on Thursday, April 12, 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  
Tim Cotita, MSHCE, RN, CDE, Alternate Officer  
Denise Bottcher  
Jennifer Couvillon, PhD, RN-BC, CNE  
Nancy Davis, MN, RN, NE-BC  
Jacqueline Hill, PhD, RN  
Tavell Kindall, DNP, APRN  
Jennifer Manning, DNS, APRN, CNS, CNE  
Marelle Yongue, M.D, Ex-Officio Member

The following Board members were not in attendance:  
Teresita McNabb, RN, MSHSA, NE-A, CLNC, FACHE, Vice President  
Tracey Moffatt, MHA, BSN, RN

The following staff members were in attendance:  
Karen C. Lyon, PhD, APRN, ACNS-BC, 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  
Barbara H. McGill, MSN, RN, Director of RNP/Monitoring  
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, Practice and Credentialing  
Monique Calmes, APRN, FNP-C, Director, APRN Department  
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 N. Davis, seconded, to adopt the Agenda with the ability to rearrange the Agenda items for efficiency.

Voice Vote: L. Bonanno-yes; D. Bottcher-yes; T. Cotita-yes; J. Couvillon-yes; N. Davis-yes; J. Hill-yes; T. Kindall-yes; J. Manning-yes

Motion Carried

**Reading of Minutes:**

The Minutes of the February 22, 2018 Board Meeting are available for viewing on Confluence.

**Motion:** by J. Couvillon, seconded, to approve the Minutes of the February 22, 2018 Board Meeting.

Voice Vote: L. Bonanno-yes; D. Bottcher-yes; T. Cotita-yes; J. Couvillon-yes; N. Davis-yes; J. Hill-yes; T. Kindall-yes; J. Manning-yes

Motion Carried

Ms. Matthews introduced the new Board staff members for the Investigations Department: Tanya Hall, Compliance Investigator, Samantha Acosta, RN Compliance Officer, and Jelesia Sellers, RN Compliance Officer

**UNFINISHED BUSINESS:**

**Clinical Availability and Capacity Task Force Update**

A summary/background of the Clinical Availability and Capacity Task Force was given by Dr. Dufrene. From the first meeting of the Task Force, it was determined that the Board would host an annual meeting. Dr. Dufrene and Dr. Wright are working together to establish the next meeting date.

**EMP Task Force Update:**

Dr. Wright reported that the ENP Task Force has met including staff and Board members. There was an additional meeting with stakeholders, educators and actual licensees. Another meeting is set for April 27, 2018 in which the Task Force may be able to complete their work and have some comments and further information for the June Board meeting.

**NEW BUSINESS**

**1. Consent Agenda Motions**

1. LSBN Staff Program Status Reports
  1. NCLEX Report
  2. Accreditation Reports
2. Approved Program Reports
  1. Baton Rouge General Medical Center - ACEN Correspondence
  2. Loyola University - CCNE Correspondence
  3. Louisiana University at Eunice - ACEN Correspondence

3. Request for Continuing Education Providership

1. Woman's Hospital

4. Education Announcements

**Motion:** by N. Davis, seconded, to accept the Consent Agenda Motions

Voice Vote: L. Bonanno-yes; D. Bottcher-yes; T. Cotita-yes; J. Couvillon-yes;  
N. Davis-yes; J. Hill-yes; T. Kindall-yes; J. Manning-yes

Motion Carried

**3. Division Reports**

**Agenda Item 3.1**

**Division of Nursing Practice**

An updated report for the Division of Nursing was presented by Dr. Wright. All the management staff including the Directors in her division continue to be engaged in the leadership training.

**Agenda Item 3.1.1**

**Education**

A brief overview of Education was given by Dr. Dufrene. The numbers are provided in the spreadsheet which is available in Dr. Lyon's Executive Director's Report.

**Agenda Item 3.1.1.1**

**School of Nursing Probationary Status Reports**

**Agenda Item 3.1.1.1.1**

**Dillard University**

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

**Motion:** by J. 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: L. Bonanno-yes; D. Bottcher-yes; T. Cotita-yes; J. Couvillon-yes;  
N. Davis-yes; J. Hill-yes; T. Kindall-yes; J. Manning-yes

Motion Carried

**Agenda Item 3.1.1.1.2**

**Southern University Shreveport**

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

**Motion:** by J. 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: L. Bonanno-yes; D. Bottcher-yes; T. Cotita-yes; J. Couvillon-yes; N. Davis-yes; J. Hill-yes; T. Kindall-yes; J. Manning-yes

Motion Carried

**Agenda Item 3.1.1.2**  
**Excelsior College**

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

Dr. Wright reported that Dr. Bonanno and Dr. Couvillon along with staff, Drs. Dufrene and Wright, met in New Orleans. The proposed draft is a revision of the current policy. It carves out some guidelines for staff to process licensure applications for what is termed "nontraditional programs."

Dr. Bonanno stated that when they were working on the policy, they recognize that it's not just one school that could be included here. So, they revised the policy to remove Excelsior College and replace it with "licensure requirements for graduates of nontraditional programs."

The biggest change in this policy is the removal of the option for graduates of nontraditional programs that have no faculty supervised clinical experience from being eligible for licensure in Louisiana by examination. However, the option remains for them to be licensed by endorsement after receiving additional experience as a registered nurse. This is in alignment with what several other states are doing.

The effective date of the policy revision is an open agenda item.

(Discussion ensued regarding the number of students this new policy would affect.)

**Motion:** by J. Couvillon, seconded, to approve the policy revision with the effective date of July 1, 2018.

Voice Vote: L. Bonanno-yes; D. Bottcher-yes; T. Cotita-yes; J. Couvillon-yes; N. Davis-yes; J. Hill-yes; T. Kindall-yes; J. Manning-yes

Motion Carried

**Agenda Item 3.1.2**  
**RN/Practicing Credentialing**

Dr. York presented an updated report for RN/Credentialing.

**Agenda Item 3.1.3**

## **Advanced Practice**

Ms. Calmes presented an updated report for Advanced Practice.

### **Agenda Item 3.1.4** **Center for Nursing**

A Summary of the activity for the Center for Nursing was presented by Dr. Bienemy.

(Available on Confluence.)

#### **Agenda Item 3.1.4.1** **2017 Annual Report**

Dr. Bienemy submitted the 2017 LSBN Annual Report for approval by the Board. Available on Confluence.

The 2016 licensure data (nurse supply) was included in the 2017 LSBN Annual Report as an addendum report. The 2017 Licensure renewal data has not been released by the NCSBN ORBS Team at this time.

Voice Vote: L. Bonanno-yes; D. Bottcher-yes; T. Cotita-yes; J. Couvillon-yes; N. Davis-yes; J. Hill-yes; T. Kindall-yes; J. Manning-yes

Motion Carried

#### **Agenda Item 3.1.4.2** **Louisiana Center for Nursing Updates**

Available on Confluence

#### **Agenda Item 3.1.4.3** **2017 Nursing Education Capacity and 2016 Nurse Supply Addendum Report**

Dr. Bienemy submitted the 2017 Nursing Education Capacity and 2016 Nurse Supply Addendum Report for approval by the Board. Available on Confluence.

**Motion:** J. Manning, seconded, that the Board accept the 2017 Nursing Education Capacity and 2016 Nurse Supply Addendum Report.

Dr. Bienemy reported on the 2017 Culture of Health Summit that was held on Thursday, April 5<sup>th</sup> at Pennington Biomedical Research Center in Baton Rouge, LA. This is the second year that the Louisiana Action Coalition has hosted the Culture of Health Summit. For Board members who were not able to attend, copies of the program agenda were made available. The theme of the Summit was *Health Disparities and Health Equity in Louisiana: Coming Together for Action*. All feedback received at the end of the Summit was very positive.

So much of what the Louisiana Action Coalition does in terms of advocacy in trying to move the profession forward gets done through the Center for Nursing. Dr. Lyon thanked Dr. Bienemy for all her challenging work in putting on the Culture of Health Summit.

Dr. Bienemy recognized Sarah Luneau as a valued asset to the Center for Nursing and stated that they could not accomplish what they do without her help. Dr. Bienemy also thanked the Board for their support as well.

**Agenda Item 3.2.**  
**Division of Regulatory Affairs**

**Agenda Item 3.2.1**  
**RNP/Monitoring**

Ms. Matthews reported that Dr. Cataldie is no longer the Board's consultant for the Monitoring Department. Dr. Cataldie is being replaced by Dr. Thomas Fain.

Ms. McGill reported on the RN/Monitoring Department. Their numbers are posted on Dr. Lyon's report.

**Agenda Item 3.2.2**  
**Investigations**

With the introduction this morning of the three new staff members, Ms. Matthews reported that all the positions in the Investigations Department are now filled and they are now fully staffed.

Ms. Matthews gave a report on the Investigations Department.

Mr. Little was tasked to come up with policies for the Investigations Department. Mr. Little reviewed with the Board the first such policy, which is the Priority I Investigations Policy.

(Discussion ensued regarding the Priority I Investigations Policy.)

**Agenda Item 3.2.3**  
**Hearings**

Ms. Matthews is reevaluating the role of the Director of Hearings and has decided not to fill that position at this time. A position for an Attorney 3 has been posted. When that position is filled, Ms. Matthews will determine whether a Director of Hearings is needed. They will begin interviewing for that position next week and hopefully have someone hired by the end of the month.

(Break)

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

**Agenda Item 2**  
**Office of the Executive Director**

**Agenda Item 2.1**

## **NELA Healthcare Alliance Related to Critical Nursing Shortage**

Dr. Lyon received a letter from Blake Kramer, Hospital President for Franklin Medical Center, regarding concerns of the nursing shortage.

(Discussion ensued regarding Board's concerns.)

### **Agenda Item 2.2**

#### **Discussion of Proposal to Eliminate January Grace Month for Renewal of Licenses.**

Dr. Lyon requested Board's feedback regarding a proposal to eliminate the January grace month for license renewals.

Dr. Wright stated that this will require a rule change.

(Discussion ensued)

Pamela Simmons, Northwestern State University, was present and spoke in opposition to the proposal.

(Discussion ensued)

Dr. Lyon stated she will present a motion at the June Board meeting. Board members will have more discussion and will decide at that time if that is their pleasure.

### **Agenda Item 3.3**

#### **Division of Administration**

Ms. Brown gave a brief update on the LSBN Division of Administration.

The LSBN Division of Administration is playing a key role in driving and leading the digital transformation of the agency.

#### **Agenda Item 3.3.1**

##### **Information Technology**

##### **Agenda Item 3.3.1.1.**

##### **Request for IT Expenditures**

The IT Expenditures requested amount is \$329, 175. The funds will be used to improve the Audio Visual in the Board room, to secure Document Scanners throughout the building, for Servers and Storage, Software, Redundant AC Unit for IT Room. Ms. Brown requested approval of the IT expenditures capital investment.

**Motion:** by N. Davis, seconded, that the Board approve the Proposed Request for IT Expenditures.

Voice Vote: L. Bonanno-yes; D. Bottcher-yes; T. Cotita-yes; J. Couvillon-yes; N. Davis-yes; J. Hill-yes; T. Kindall-yes; J. Manning-yes

Motion Carried

**Agenda Item 3.3.2**  
**Human Resources**

(No Report)

**Agenda Item 3.3.3**  
**Finance/Records Management**

(No Report)

**Agenda Item 3.3.4.**  
**Contract Amendments for Professional Legal Services**

Ms. Brown reported that there are two legal contracts before the Board. They are requesting acceptance and approval to the Board Resolution to Amend the Contract for Shows, Cali, and Walsh, and for the Rutledge Law Firm. The proposed Board resolution will amend the terms of the current legal contracts by extending the contracts to June 30, 2019 and increasing the contract amounts in both Fiscal Year 2018 and Fiscal Year 2019.

(Discussion ensued)

**Motion:** by J. Couvillon, seconded, for the acceptance and approval of LSBN Board Resolution to amend the contract for legal services with Shows, Cali & Walsh, LLP as prosecuting attorney, and for the acceptance and approval of LSBN Board Resolution to amend contract for legal services with Rutledge Law Firm, LLC as board attorney.

Voice Vote: L. Bonanno-yes; D. Bottcher-yes; T. Cotita-yes; J. Couvillon-yes; N. Davis-yes; J. Hill-yes; T. Kindall-yes; J. Manning-yes

Motion Carried

**4. Reports**

**Agenda Item 4.1**  
**Report of the President**

(Report Posted)

Dr. Bonanno recognized and welcomed students from Baton Rouge Community College.

**Agenda Item 4.2**  
**Report of the Vice President**

(Report Posted)



**Agenda Item 4.3**  
**Report of the Executive Director**

(Report Posted)

Dr. Lyon updated the Board on the bills in the Legislature that they are tracking.

**5. Professional Development**

**Agenda Item 6.1**  
**NCSBN Makes Special Contribution to the Foundation of the National Student Nurses' Association**

Dr. Lyon stated this Item is for informational purposes.

**7. Public Comments**

(No Public Comments)

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

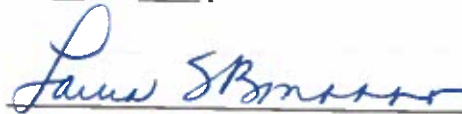
Voice Vote: L. Bonanno-yes; D. Bottcher-yes; T. Cotita-yes; J. Couvillon-yes; N. Davis-yes; J. Hill-yes; T. Kindall-yes; J. Manning-yes

Motion Carried

**ADJOURNMENT:**

**Motion:** by T.Cotita, seconded, to adjourn

The meeting adjourned at 1:30 p.m.

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