

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

**MINUTES OF THE JUNE 13, 2024 BOARD MEETING**

**Call to Order:** The regular meeting of the Louisiana State Board of Nursing was called to order at 10:21 a.m. by T. Kindall, President, and Presiding Officer, on Thursday, June 13, 2024, at the Louisiana State Board of Nursing, 17373 Perkins Road, Baton Rouge, Louisiana 70810.

**Roll Call:** The following Board members were in attendance:  
Tavell Kindall, PhD, DNP, APRN, FNP, President and Presiding Officer  
Tracey Moffatt, MHA, BSN, RN, Vice President  
Jennifer Manning, DNS, APRN, CNS, CNE, Alternate Officer  
Jennifer Couvillon, PhD, RN-BC, CNE  
Teresita McNabb, RN, MHA  
Wendi Palermo, PhD, RN  
Frederick Pinkney, EdD  
Deborah Spann, MSN, RN-BC, CEN, FAEN

The following Board members were not in attendance  
Denise Bottcher  
Michelle Collins, Ph.D., CNM, RNC-EFM, FACNM, FAAN, FNAP  
Mimi Primeaux, MS, BSN, CRNA

The following staff members were in attendance:  
Karen C. Lyon, PhD, MBA, APRN-CNS<sub>BC</sub>, NEA<sub>BC</sub>, Executive Director/CEO  
Monique Calmes, DNP, APRN, FNP<sub>C</sub>, Chief Credentialing Officer  
Isonel Brown, MS, MBA, Chief Administrative Officer  
Lauren Papillion, JD, Chief Regulatory Officer  
Donald Bowman, JD, Director of Hearings/Prosecuting Attorney  
Alicia Wheeler, JD, Executive Counsel  
Carl Nagin, BSCS, Technology Manager  
Chancelor Fontenot, MSN, RN, RN Program Consultant  
Sarah Luneau, Project Manager  
Whitney Sullivan, FNP-C, APRN, MSN, APRN Compliance Officer  
Scott Bonnette, IT

**Adoption of the Agenda**

Dr. Kindall asked for some flexibility in terms of the order for the agenda items as staff have other obligations outside of the board office.

**Motion:** by J. Manning, seconded, to adopt the agenda with flexibility for efficiency and expediency.

There being no nays or abstentions, the motion carried.

**Motion:** by J. Couvillon, seconded, to approve the minutes from the April 25, 2024 Board meeting.

There being no nays or abstentions, the motion carried.

## **1. Consent Agenda Motions**

- a. LSBN Staff Program Status Reports
- b. Education Announcements
  - i. Dillard University
  - ii. Delgado Community College
  - iii. Other Announcements

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

There being no nays or abstentions, the motion carried.

## **2. Division Reports**

### **Agenda Item 2.c**

#### **Division of Administration**

### **Agenda Item 2.c.i**

#### **Chief Administrative Officer- Isonel Brown**

Ms. Brown reported on the Division of Administration. At the last board meeting Ms. Brown reported on the issue of late fee renewals and the uncollected late fees. Staff mailed letters and final notices to those impacted. The original number of affected RN/APRN renewals started at 453, and there are currently ~37 licenses that are in the process of being deactivated.

### **Agenda Item 2.c.i.1**

#### **Contract Amendment for Professional Legal Services**

Ms. Brown asked for acceptance and approval of LSBN Board Resolution to amend its contract for legal services with Shows, Cali & Walsh LLP. The proposed board resolution will amend the terms of LSBN's legal contract with Shows, Cali & Walsh LLP. LSBN's current contract with Shows, Cali & Walsh is executed from July 1, 2023 to June 30, 2025, with a two-year contract maximum not to exceed \$200,000. Due to an increase in the volume and complexity of disciplinary cases, the amount remaining on the contract is insufficient to cover the contract period. The proposed contract amendment and board resolution will add an additional \$200,000 to the current contract.

**Motion:** by W. Palermo, seconded, to accept and approve the LSBN Board Resolution to amend its contract for legal services with Shows, Cali & Walsh LLP.

There being no nays or abstentions, the motion carried.

**Agenda Item 2.c.i.2**

**Proposed Budget Amendment**

Ms. Brown requested approval of the proposed FY2024 amended annual budget. In preparing the proposed FY 2024 amended annual budget, management considered LSBN’s actual revenues and expenses through 4/30/2024, and previously board-approved expenditures for roof repairs, IT and legal fees. There is an approximate 8% increase in income and an approximate 8% decrease in expenditures.

Ms. Brown and Mr. Roy Hebert, CPA were available for questions.

**Motion:** by W. Palermo, seconded, to approve the proposed FY2024 amended annual budget.

There being no nays or abstentions, the motion carried.

**Agenda Item 2.a.**

**Division of Nursing Practice**

**Agenda Item 2.a.i**

**Chief Credentialing Officer – Dr. Monique Calmes**

Dr. Calmes reported that within the Division of Nursing they are taking the opportunity outside of renewal season to focus on continuing education of the staff as it relates to cross training all of the analysts on the various application types. The model was implemented some time ago and it is working well for the division. They are now in the process of refining, retraining and adding additional training opportunities so that all of the analysts are equally trained on all applications.

During the April Board Meeting, Dr. Kindall posed a question regarding any trends that are being seen on the reinstatement applications. Dr. Calmes reviewed the most recent six years, and she did not see any emerging trends. The number of reinstatement applications correlates with the number of lapsed licenses for that year. The application does not track the origin or the reason for being inactive or lapsed.

Dr. Calmes was available for questions.

**Agenda Item 2.a.ii**

**Education and Examination – Chancellor Fontenot**

**Agenda Item 2.a.ii.1**

**Probationary Status Reports**

**Agenda Item 2.a.ii.1.a**

**Louisiana Christian University School of Nursing Probationary Status Report.**

Summary/Background presented by Mr. Fontenot – recommended acceptance.

**Motion:** by F. Pinkney, seconded, that the Board accepts Louisiana Christian University’s report and action plan regarding the probationary status of the discontinued Baccalaureate of Science in Nursing education degree program.

There being no nays, or abstentions, the motion carried.

**Agenda Item 2.a.ii.1.b**

**Herzing University School of Nursing Probationary Status Report**

Summary/Background presented by Mr. Fontenot – recommended acceptance.

Dr. Sonia Fanguy-Clarke, Program Chair, Herzing University, was present to provide information and to answer questions from the Board.

**Motion:** by W. Palermo, seconded, that the Board accepts Herzing University’s report and action plan regarding the probationary status of the Baccalaureate of Science in Nursing education degree program.

There being no nays, no abstentions, the motion carried.

**Agenda Item 2.a.ii.2**

**Major Substantive Changes**

**Agenda Item 2.a.ii.2.a**

**Substantive Change Notification for Nicholls State University**

Summary/Background presented by Mr. Fontenot. Recommended approval.

**Motion:** by W. Palermo, seconded, that the Board approve the substantive change proposal from Nicholls State University to change the name of the College of Nursing to Thibodaux Regional Health System School of Nursing at Nicholls State University.

There being no nays, no abstentions, the motion carried.

**Agenda Item 2.a.ii.2.b**

**Change in nursing leadership for William Carey University**

Summary/Background presented by Mr. Fontenot. Recommended approval.

**Motion:** by W. Palermo, seconded, that the Board approve the substantive change proposal from William Carey University for naming Dr. Kelly Williamson as Dean of Nursing.

There being no nays, no abstentions, the motion carried.

**Agenda Item 2.a.ii.2.c**

**Correction of Texas Wesleyan University Graduate Program Approved June 16, 2022**

Summary/Background presented by Dr. Lyon. Recommended approval.

**Motion:** by J. Couvillion, seconded, that the Board approve the addition of the post baccalaureate DNP FNP and post masters DNP completion Family Nurse Practitioner programs to the currently approved MSN FNP, and post masters FNP Certificate programs under the organizational structure of the School of Health Professions.

There being no nays, no abstentions, the motion carried.

**Agenda Item 2.a.ii.2.d**

**Substantive Change Notification for Loyola University New Orleans**

Summary/Background presented by Mr. Fontenot. Recommended approval.

**Motion:** by J. Couvillion, seconded, that the Board approve the substantive change proposal from Loyola University New Orleans naming Dr. Clareen Wiencek as the new School of Nursing Director.

There being no nays, no abstentions, the motion carried.

**Agenda Item 2.a.ii.2.e**

**Substantive Change Notification for LSU Health Sciences Center New Orleans, School of Nursing**

Summary/Background presented by Mr. Fontenot. Recommended approval.

**Motion:** by J. Couvillion, seconded, that the Board approve the substantive change proposal from LSU Health Sciences Center New Orleans, School of Nursing to add a post-masters Doctor of Nursing Practice (DNP) program for a Nurse Midwife (NM) pathway beginning in the fall 2024 semester.

There being no nays, no abstentions, the motion carried.

**Agenda Item 2.a.ii.3**

**Continuing Education Providers - Reapproval**

**Agenda Item 2.a.ii.3.a**

**Louisiana – Mississippi Hospice and Palliative Care Organization’s Reapproval as a Continuing Education Provider**

Summary/Background presented by Mr. Fontenot. Recommended re-approval.

**Motion:** by F. Pinkney, seconded, that the Board re-approve the request of Louisiana-Mississippi Hospice and Palliative Care Organization as a Continuing Education Provider to expire June 18, 2028.

There being no nays, no abstentions, the motion carried.

**Agenda Item 2.b**  
**Compliance Division – Lauren Papillion**

**Agenda Item 2.b.i**  
**Chief Regulatory Officer**

Ms. Papillion reported that it is a little early to make a report on the second quarter so she will provide an interim update. They have 31 open Priority 1 investigations. Eleven of these are out of compliance. A form has been developed to track the out of compliance cases. Four of the cases are being routed to Dr. Lyon to develop a specific plan for closure of these cases. Seven are out of compliance on a time-based model.

To date, there are 417 total open cases in Investigations. They continue to receive over 100 complaints a month that they screen. Eleven of the Priority 2 investigations are out of compliance. Zero of the Priority 3 investigations are out of compliance. Fifty-nine of the Priority 4 investigations are out of compliance. Ms. Papillion and her team leaders meet regularly to discuss and triage these cases. Tracking by year there is one 2019 case, twenty 2021 cases, 57 2022 cases and 191 2023 cases open.

Ms. Papillion was available for questions.

Ms. McNabb suggested showing the quarterly numbers graphically.

(Break)

(Dr. Kindall called the meeting back to order.)

**Agenda Item 2.d**  
**Office of Executive Counsel – Alicia Wheeler**

**Agenda Item 2.d.i**  
**The Role of the Board Attorney**

Ms. Alicia Wheeler created a Power Point presentation on the role of the board attorney in supporting Board members and the Chief Executive Officer. After the presentation, there was discussion.

(Lunch Break)

(Dr. Kindall called the meeting back to order.)

**3. Office of the Executive Director/CEO – Dr. Karen Lyon**

**Agenda Item 3.a**  
**Center for Nursing – Sarah Luneau**

**Agenda Item 3.a.i**  
**2023 Nurse Supply Report**

Ms. Luneau presented the 2023 Nurse Supply Report and the 2023 Snapshot of Nursing Education Capacity and Nursing Supply in Louisiana to the Board. Report attached.

Ms. Luneau was available for questions.

**Motion:** by F. Pinkney, seconded, to accept and approve the 2023 Nurse Supply Report and the 2023 Infographic Snapshot of Nursing Education Capacity and Nursing Supply in Louisiana.

There being no nays or abstentions, the motion carried.

### **Agenda Item 3.b**

#### **Clarification of LSUHSC SON MOU for HRSA Grant**

Dr. Lyon provided clarification on the MOU and why it was needed.

### **Agenda Item 3.c**

#### **Update on rule changes 3535.B and 4303**

Dr. Lyon provided an update on the rule changes. Rule changes 3535.B and 4303 are scheduled to be published in the Louisiana Register on June 20, 2024.

### **Agenda Item 3.d**

#### **Report on AONL Advocacy Day in Washington, D.C.**

Ms. Moffatt gave a brief overview of the report on AONL Advocacy Day in Washington, D.C.

## **4. Reports**

### **Agenda Item 4.a**

#### **Report of the President**

### **Agenda Item 4.b**

#### **Report of the Vice President**

### **Agenda Item 4.c**

#### **Report of the Executive Director/CEO**

**Motion:** by J. Couvillon, seconded, to approve the Reports of the President, Vice President, and the Executive Director/CEO.

There being no nays or abstentions, the motion carried.

## **5. Professional Development**

Nothing presented.

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

Nothing presented.

**7. Public Comments**

There were no public comments.

**8. Executive Session**

Nothing presented.

**ADJOURNMENT:**

The Board Meeting was adjourned.

**Motion:** by W. Palermo, seconded, to adjourn.

There being no nays or abstentions, the motion carried.

The meeting was adjourned at 1:20 p.m.

A handwritten signature in black ink, appearing to read "T. Kindall". The signature is written in a cursive style with a long, sweeping underline that extends to the left.

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**T. KINDALL, PRESIDENT, and PRESIDING OFFICER  
LOUISIANA STATE BOARD OF NURSING**