

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

MINUTES OF THE OCTOBER 10, 2019 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 T. Cotita, President, on Thursday, October 10, 2019 at the Louisiana State Board of Nursing, 17373 Perkins Road, Baton Rouge, Louisiana 70810.

Roll Call: The following Board members were in attendance:

Tim Cotita, MSHCE, RN, President
Tavell Kindall, DNP, APRN, Alternate Officer
Kenneth Alexander, MS, RRT
Ann Carruth, DNS, RN
Jennifer Couvillon, PhD, RN-BC, CNE
Jacqueline Hill, PhD, RN
Jennifer Manning, DNS, APRN, CNS, CNE
Tracey Moffatt, MHA, BSN, RN
Susan Saunders, BA
Jamie Wiggins, MS, RN, FACHE

The following Board member was not in attendance:

Laura Bonanno, DNP, CRNA, Vice President

The following staff members were in attendance:

Karen C. Lyon, PhD, APRN, MBA, NEA-BC, Executive Director/CEO
Jennifer Wright, DNP, APRN, FNP-BC, Chief Nursing Officer
Carrie LeBlanc Jones, JD, Chief Legal Officer/General Counsel
Cynthia Bienemy, PhD, RN, Director, Louisiana Center for Nursing
Monique Calmes, APRN, FNP-c, Director, Credentialing and Practice
Patricia Dufrene, PhD, RN, Director of Education and Examination
William Little, JD, MPA, Director of Investigations
Urhonda Beckwith, MSN, APRN, FNP, RNP Director
Marcia Carter, Administrative Assistant to the Executive Director
Suzanne C. Armand, CCR, CVR, Court Reporter

Adoption of Agenda:

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

Voice Vote: K. Alexander-yes; A. Carruth-yes; T. Cotita-yes; J. Couvillon-yes;
J. Hill-yes; T. Kindall-yes; J. Manning-yes; T. Moffatt-yes; S. Saunders-yes;
J. Wiggins-yes

Motion Carried

Approval of Minutes:

Motion: by T. Moffatt, seconded, to approve the Minutes of the May 8, 2019 Emergency Board Meeting, the August 15, 2019 Board Meeting, and the September 12, 2019 Public Hearing.

Voice Vote: K. Alexander-yes; A. Carruth-yes; T. Cotita-yes; J. Couvillon-yes; J. Hill-yes; T. Kindall-yes; J. Manning-yes; T. Moffatt-yes; S. Saunders-yes; J. Wiggins-yes

Motion Carried

NEW BUSINESS

The Division of Administration requested this action to be placed first on the Agenda so that Mr. Roy Hebert, Accountant, could present the financial audit and return to work to finalize LSBN financial statements.

Agenda Item 3.3

Division of Administration

Agenda Item 3.3.1

Chief Administrative Officer

Agenda Item 3.3.1.1

FY 2019 Financial and Compliance Audit

Mr. Roy Hebert, Certified Public Accountant presented the FY 2019 Financial and Compliance Audit, stating that the Louisiana State Board of Nursing has an unmodified opinion with no findings for the auditors. Mr. Hebert was available for questions from Board members.

Motion: by J. Couvillon, seconded, to accept the FY 2019 Financial and Compliance Audit.

Voice Vote: K. Alexander-yes; A. Carruth-yes; T. Cotita-yes; J. Couvillon-yes; J. Hill-yes; T. Kindall-yes; J. Manning-yes; T. Moffatt-yes; S. Saunders-yes; J. Wiggins-yes

Motion Carried

UNFINISHED BUSINESS

Education Report

Dr. Dufrene reported there will be a change in documents in order to report a program's three-year trend to account for tracking the number of students from Louisiana attending approved out of state APRN programs as requested by the board. Staff are revising the language in forms sent to the programs to include accurate data for these students.

At the December Board meeting, Dr. Dufrene will report on the number of Louisiana students who are currently attending approved out-of-state APRN programs. Dr. Lyon stated this information should include the total number of Louisiana students in out-of-state APRN programs for 2016, 2017, 2018, and 2019.

Dr. Wright updated the Board on the Canadian Nurse NCLEX scores, reporting that after researching the matter, they have been on a continuous upward trend since they have started taking the NCLEX in 2015. The last data from 2018 showed that the first attempt for Canadian licensure was 85.7% pass rate. In the second quarter of 2019, the NCLEX score was 83.87%.

NEW BUSINESS (Continued)

1. Consent Agenda Motions

1. LSBN Staff Program Status Reports
 1. NCLEX Report
 2. Accreditation Report
2. Approved Program Reports
 1. Dillard University – Substantive Change in Organizational Chart
3. Tulane University Hospital- Request for Continuing Education Providership Renewal
4. Education Announcements.

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

Voice Vote: K. Alexander-yes; A. Carruth-yes; T. Cotita-yes; J. Couvillon-yes; J. Hill-yes; T. Kindall-yes; J. Manning-yes; T. Moffatt-yes; S. Saunders-yes; J. Wiggins-yes

Motion Carried

3. Division Reports

Agenda Item 3.1

Division of Nursing Practice

Agenda Item 3.1.1

Chief Nursing Officer

Dr. Wright presented some highlights from the Division of Nursing Practice. They revised their organizational chart and the titles. A CE (Continuing Education) audit is currently being performed. They are in the process of leveraging Laserfiche to become more paperless.

Renewal began October 1, 2019. They have had 1,164 to renew out of 45,816 that are eligible. Twenty-five have requested to inactivate or retire their license as of October 9, 2019.

Regarding Compact licensure, 1,585 multi-state licenses have been issued in the state.

Staff in the Nursing Division continue to speak at public events.

They have met with the Department of Health to update statements regarding DSWs' (Direct Service Workers) practice and are working with them on House Concurrent Resolution 73. They are also coordinating speaking and meeting with LSBME (Louisiana State Board of Medical Examiners) on various issues as well as LSNA (Louisiana State Nurses Association) which has formed a new consortium to address APRN (Advanced Practice Registered Nurse) issues.

Dr. Wright attended the NCSBN (National Council of State Boards of Nursing) Leadership and Policy Conference in Atlanta.

Transcripts are no longer received for RN endorsement as of April 15, 2019, and again for licensure by exam for in-state schools.

Project plans have been created for the renewal process and a CE audit to help with efficiency. Licensing audits have also been created and a mid-annual evaluation for staff to help with productivity.

Dr. Hill requested a copy of the new organizational chart.

Dr. Wright was available for questions from Board members.

Agenda Item 3.1.2

Education and Examination

An updated report was presented by Dr. Dufrene regarding the Department of Education. Dr. Dufrene was available for questions by Board members.

Agenda Item 3.1.2.1

Schools of Nursing Probationary Status Report

Agenda Item 3.1.2.1.1

Dillard University

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

Motion: by T. Moffatt, 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; A. Carruth-yes; T. Cotita-yes; J. Couvillon-yes; J. Hill-yes; T. Kindall-yes; J. Manning-yes; T. Moffatt-yes; S. Saunders-yes; J. Wiggins-yes

Motion Carried

Agenda Item 3.1.2.1.2

Louisiana College's Probationary Status Report

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

Dr. Marilyn Cooksey, Dean/Professor, School of Nursing Louisiana College, was present to provide information and to answer questions by Board members.

Motion: by J. Wiggins, seconded, that the Board accept Louisiana College's report and action plan regarding the probationary status of the Baccalaureate of Science in Nursing education degree program.

Voice Vote: K. Alexander-yes; A. Carruth-yes; T. Cotita-yes; J. Couvillon-yes; J. Hill-yes; T. Kindall-yes; J. Manning-yes; T. Moffatt-yes; S. Saunders-yes; J. Wiggins-yes

Motion Carried

(Break)

(Mr. Cotita called the meeting back to order.)

Agenda Item 3.1.2.2

Louisiana Delta Community College's Request for Major/Substantive Changes

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

Sherita Williams, ASN Program Director at Louisiana Delta Community College, Monroe Campus, was present to provide information and answer questions by Board members.

Motion: by J. Couvillon, seconded, that the Board approve the major/substantive changes request from Louisiana Delta Community College (LDCC) to increase enrollment to five traditional ASN students and five LPN-RN students.

Voice Vote: K. Alexander-yes; A. Carruth-yes; T. Cotita-yes; J. Couvillon-yes; J. Hill-yes; T. Kindall-yes; J. Manning-yes; T. Moffatt-yes; S. Saunders-yes; J. Wiggins-yes

Motion Carried

Agenda Item 3.1.2.3

Louisiana Delta Community College's Request to establish the Associate of Science in Nursing Program at the Winnsboro and Tallulah Campuses.

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

Sherita Williams, ASN Program Director at Louisiana Delta Community College, Monroe Campus, was present to provide information and answer questions by Board members.

Motion: by J. Manning, seconded, that the Board approve the request of Louisiana Delta Community College (LDCC) to establish an LPN to RN program at the Winnsboro and Tallulah campuses.

Voice Vote: K. Alexander-yes; A. Carruth-yes; T. Cotita-yes; J. Couvillon-yes; J. Hill-yes; T. Kindall-yes; J. Manning-yes; T. Moffatt-yes; S. Saunders-yes; J. Wiggins-yes

Motion Carried

In response to a question by Dr. Kindall, Dr. Dufrene gave updates on Herzing, Grambling University and William Carey University. Dr. Hill requested that a regular report be made available to Board members to track the progress of these universities.

Dr. Wright inquired as to whether the February Annual Report would be enough to give Board members information as to how the schools are progressing. Dr. Kindall responded that it would be sufficient.

Dr. Carruth requested that Dr. Dufrene explain the 60-day window so that Board members have clarity.

Agenda Item 3.1.3

Licensure and Practice

Ms. Calmes gave an updated report for the Licensure and Practice Department. Ms. Calmes was available to answer questions by Board members.

Agenda Item 4.

Center for Nursing

Dr. Bienemy reported that the Louisiana Action Coalition 2019 Culture of Health Summit, Embracing Diversity and Fostering Inclusion for a Healthier Louisiana, was very successful. There were 199 attendees, the highest number so far for all the summits. This year, in addition to offering continuing education units (CEUs) for nurses, we were also able to offer CEUs for social workers. Dr. Bienemy thanked the Board for providing funding for the venue for the Summit for the third year. The LSBN is the co-lead along with AARP Louisiana for the Louisiana Action Coalition.

The Center for Nursing received an email from an assistant professor at Franciscan Ministries School of Nursing, stating that this was her first year attending the Summit and that she was motivated to take what she learned at the Summit and go back to her community and her church and make a difference. This is indeed an example of what we hope to accomplish through the Summits.

Dr. Hill and Dr. Lyon commended Dr. Bienemy and her team, stating that this Summit was by far the best.

Dr. Bienemy thanked her planning committee that is made up of nursing and non-nursing partners.

Agenda Item 4.1

Louisiana Center for Nursing Updates

Please refer to Dr. Bienemy's Update which was placed in confluence.

Dr. Bienemy was available for questions.

Agenda Item 3.2

Division of Regulatory Affairs

Agenda Item 3.2.1

Chief Regulatory Officer

Dr. Lyon commented that the title **Chief Regulatory Officer** should be changed to **Chief Compliance Officer** on the agenda.

Dr. Lyon reported on the case priorities and closing of old cases for Ms. Matthews. Years 2015 and 2016 have been completely closed out. They were on goal to close out 2017. Starting with 148 on June 27, 2019, they are now down to 90. However, a one-month extension was granted by Dr. Lyon to January 31, 2020 because they have now signed a contract for Lean Six Sigma to come to implement process improvements within LSBN. They are starting with the Investigations Department. This will take eight days out of the last two months of 2019 for the consultants to complete their work.

Nine applicants were interviewed for the additional part-time RN Compliance Officer positions. Two applicants were selected.

50 of the 2017 Priority 1 Compliance cases have been closed as of today.

Agenda Item 3.2.2

RNP/Monitoring

Ms. Beckwith presented an updated report regarding the RNP/Monitoring Department

Ms. Beckwith reported that Lakeview, JourneyPure, and Victory addiction treatment centers have been approved as Board recognized treatment centers and have been added to LSBN's website.

Interviews were conducted for a full-time Licensing Analyst.

Ms. Beckwith was available for questions by Board members.

Agenda Item 3.2.3

Investigations

Mr. Little gave an updated report on the Compliance Department.

Mr. Little reported that in the Compliance Department, there is a current inventory of 828 cases. Of those cases, 86 are 2017 matters; 298 cases are from 2018; and 444 cases are from 2019. Currently, 235 cases are out of compliance for an out-of-compliance rate of 28.38, which is down from the end of January 31, 2019, which had an out-of-compliance rate of 36.79.

With the focus being on the 2017 cases, as well as out-of-compliance Priority 1 cases, Mr. Little expects the out-of-compliance rate to continue to have a downward trend.

A breakdown was given by Mr. Little of what kind of cases were among the 2017 calendar year cases. Out of 86 cases, 20.9 percent are criminal matters; 16.3 percent are failure to maintain minimum standards; 14 percent are documentation cases; 9.3 percent are unprofessional conduct cases; 3.5 percent are diversion cases; and 4.7 percent are drug related.

Mr. Little was available for questions.

Agenda Item 3.3 (Continued)
Division of Administration

Agenda Item 3.1.2
Information Technology

No report

Agenda Item 3.3.3
Human Resources

No report

Agenda Item 3.3.4
Finance/Records Management

No report

Agenda Item 3.4
Division of Legal Affairs

Agenda Item 3.4.1
Chief Legal Officer

Ms. Jones reported that she, Ms. Reed and Mr. Little attended the FARB Conference (Federal Association of Regulatory Boards). Ms. Jones commented that the Conference was very interesting, informative and an exciting opportunity.

Agenda Item 3.4.2
Hearings

Ms. Jones gave a report for the Hearings Department. She is evaluating the processes and gradually trying to implement changes.

4. Reports

Agenda Item 4.1
Report of the President

(Report Posted)

Agenda Item 4.2

Report of the Vice President

(Report Posted)

Agenda Item 4.3

Report of the Executive Director

(Report Posted)

Motion: by T. Kindall, seconded, to accept the reports of the President, Vice President and CEO/Executive Director.

Voice Vote: K. Alexander-yes; A. Carruth-yes; T. Cotita-yes; J. Couvillon-yes; J. Hill-yes; T. Kindall-yes; J. Manning-yes; T. Moffatt-yes; S. Saunders-yes; J. Wiggins-yes

Motion Carried

Agenda Item 2

Office of the Executive Director/CEO

Agenda Item 2.1

2020 Board Meeting Dates

2020 Board Meeting Dates were made available to Board members.

Motion: by J. Couvillon, seconded, to accept the 2020 Board Meeting Dates

Voice Vote: K. Alexander-yes; A. Carruth-yes; T. Cotita-yes; J. Couvillon-yes; J. Hill-yes; T. Kindall-yes; J. Manning-yes; T. Moffatt-yes; S. Saunders-yes; J. Wiggins-yes

Motion Carried

Agenda Item 2.2

Administrative Code Rule Updates

Dr. Lyon updated the Board regarding rule changes for 3303 and 3307, matching the Board's rules back to the By-Laws. The Board received acknowledgment that these will go forward in November.

Agenda Item 2.3

Strategic Plan 2018-2020

2020 is the last year of the Board's 3-year strategic plan. Dr. Lyon reported that the LSBN will engage in strategic planning some time probably in September or October of 2020 to plan the next triennium.

Dr. Lyon gave a Strategic Planning update for 2018-2020.

Agenda Item 2.4

2020 Board Member Hearing Panel Assignments

2020 Board Member Hearing Panel Assignments were made available to Board members.

Motion: by T. Kindall, seconded, to accept the 2020 Board Member Hearing Panel Assignments.

Voice Vote: K. Alexander-yes; A. Carruth-yes; T. Cotita-yes; J. Couvillon-yes; J. Hill-yes; T. Kindall-yes; J. Manning-yes; T. Moffatt-yes; S. Saunders-yes; J. Wiggins-yes

Motion Carried

Agenda Item 5

Professional Development

No program scheduled.

Agenda Item 6

National Council State Boards of Nursing

Agenda Item 6.1

NCSB Annual Meeting Update

Dr. Lyon and Mr. Cotita attended the NCSBN NLC Commission Meeting and NCSBN Annual meeting as delegates. Dr. Lyon gave a brief report regarding the meetings.

7. Public Comments

(There were no public comments)

8. Executive Session

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

Voice Vote: K. Alexander-yes; A. Carruth-yes; T. Cotita-yes; J. Couvillon-yes; J. Hill-yes; T. Kindall-yes; J. Manning-yes; T. Moffatt-yes; S. Saunders-yes; J. Wiggins-yes

Motion Carried

ADJOURNMENT:

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

Motion: by T. Kindall seconded, to adjourn.

The meeting adjourned at 2:30 p.m.



TIM COTITA, PRESIDENT
LOUISIANA STATE BOARD OF NURSING