

LOUISIANA STATE BOARD OF PRACTICAL NURSE EXAMINERS
 3421 NORTH CAUSEWAY BLVD, STE 505 METAIRIE, LA 70002
 MINUTES OF THE ANNUAL MEETING OF OCTOBER 4 AND 5, 2012

DATE AND PLACE
 OF MEETING

On October 4, 2012, the Louisiana State Board of Practical Nurse Examiners met at the Sheraton, Metairie at #4 Galleria Blvd., Metairie, Louisiana.

DECLARATION
 OF QUORUM AND
 CALL TO ORDER IN
 OPEN SESSION

A quorum was present, and the meeting was called to order in open session at 2:15 PM. Dr. Fulmer presided.

ROLL CALL

MEMBERS	
M. Kaleem Arshad, M.D.	Absent
Brent Campanella, M.D.	Present
Ruby Chancellor, LPN, Vice-Chair & Secretary/Treasurer	Present
Myra Collins, LPN	Present
Roberta Connelley, RN	Present
Gwendolyn Dunn, LPN	Present
Bobby Fulmer, M.D., Chairman of the Board	Present
Kellie Hebert, LPN	Present
Patricia Juneau, RN	Present
Candace Melancon, LPN	Absent
Albertha Prince, LPN	Present
Kenison Roy, M.D.	Present
Mohammad Suleman, M.D.	Present

STAFF/LEGAL
 COUNSEL PRESENT
 AT VARIOUS TIMES

STAFF	
Lynn Ansardi	Present
Nancy Mc Carthy	Present
Julie Prange	Present
Tammy Labit	Present
Francis Mulhall	Present
Kristen Bogran	Present
Cherrill Sensebe	Present
Lloyd Poincot	Present

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MOTION TO ENTER
EXECUTIVE
SESSION

Patricia Juneau, moved that the board convene in executive session to conduct interviews for the executive director position and to consider reports related to disciplinary matters against licensees and/or applicants for licensure, to discuss cases in litigation, to discuss litigation strategy, disciplinary matters against licensees and/or applicants for licensure and the appointment of the vacant position of the Executive Director.

SECOND: Ruby Chancellor

A roll call vote was taken.

YEAS: Fulmer, Connelley, Dunn, Daigre, Prince, Suleman, Campanella, Chancellor, Juneau, Collins, and Roy.

NAYS: 0

ABSTENTIONS: 0

The motion passed

The board went into executive session at 2:15 PM.

RECESS

Roberta Connelley, moved that the board come out of executive session and recess for the day.

SECOND: Myra Collins

YEAS: Fulmer, Dunn, Daigre, Prince, Suleman, Campanella, Connelley, Collins, Chancellor, Juneau, and Roy.

NAYS: 0

ABSTENTIONS: 0

The motion passed

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DATE AND PLACE
 OF MEETING

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DECLARATION
 OF QUORUM AND
 CALL TO ORDER

A quorum was present, on October 5, 2012 at 9:04 AM. and the meeting was called to order in open session. Dr. Fulmer presided.

ROLL CALL

MEMBERS	
M. Kaleem Arshad, M.D.	Absent
Brent Campanella, M.D.	Present
Ruby Chancellor, LPN, Vice-Chair & Secretary/Treasurer	Present
Myra Collins, LPN	Present
Roberta Connelley, RN	Present
Gwendolyn Dunn, LPN	Present
Bobby Fulmer, M.D., Chairman of the Board	Present
Kellie Daigre, LPN	Present
Patricia Juneau, RN	Present
Candace Melancon, LPN	Absent
Albertha Prince, LPN	Present
Kenison Roy, M.D.	Present
Mohammad Suleman, M.D.	Present

STAFF/LEGAL
 COUNSEL PRESENT
 AT VARIOUS TIMES

STAFF	
Lynn Ansardi	Present
Nancy Mc Carthy	Present
Julie Prange	Present
Tammy Labit	Present
Francis Mulhall	Present
Kristen Bogran	Present
Cherrill Sensebe	Present
Kerri Palmer	Present

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WELCOME

The Chair asked Roberta Connelley, to welcome the audience. Ms. Connelley recognized the audience and gave a brief overview of the mission of the board and explained the way the disciplinary motions would be handled.

MOTIONS
RELATED TO DISCIPLINE

MOTION

I move that in the case of (Rachelle Madison) Social Security Number Ending with [REDACTED] 8838, the Board adopt the hearing officer's Findings of Fact and Conclusions of Law without exception, and that the applicant's request for licensure is hereby denied. The respondent is to be fined \$500.00 for the violations detailed in the Conclusions of Law and submit a hearing assessment fee of \$500.00 to the Board office within 90 days of the date of the Board Order.

MAKER: Dunn

SECOND: Connelley

YEAS: 10

NAYS: 0

ABSTENTIONS: Juneau

The motion passed

MOTION

I move that in the case of (Rilan Bordelon) license number 290689, the Board adopt the hearing officer's Findings of Fact and Conclusions of Law without exception, and that the respondent's license be revoked. The respondent is to be fined \$500.00 for the violations detailed in the Conclusions of Law and be assessed a hearing assessment fee of \$500.00 to the Board within 90 days of the date of the Board Order

MAKER: Daigre

SECOND: Prince

YEAS: 10

NAYS: 0

ABSTENTIONS: Juneau

The motion passed

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MOTION

I move that in the case of (Melissa Lynch) Social Security Number Ending With [REDACTED]-4337, the Board adopt the hearing officer's Findings of Fact and Conclusions of Law without exception, and that the respondent not be made eligible to write the NCLEX-PN until/unless she has successfully completed the stipulations as attached to the motion. That when all stipulations are met and upon favorable review of information requested in said stipulations, then the respondent may be made eligible to write the NCLEX-PN. In addition, I move that when the respondent satisfactorily completes

the NCLEX-PN, the respondent may then be issued a license to practice practical nursing in the state of Louisiana and said license is to be immediately placed on probation for a minimum period of two (2) years with stipulations as attached to the motion. The respondent is to be fined \$500.00 for the violations detailed in the Conclusions of Law and be assessed a hearing assessment fee of \$500.00 to the Board within 90 days of the date of the Board Order

MAKER: Daigre

SECOND: Collins

YEAS: 10

NAYS: 0

ABSTENTIONS: Juneau

The motion passed

MOTION

I move that in the case of (Lesley King-Brown) Social Security Number Ending With [REDACTED]-2161, the Board adopt the hearing officer's Findings of Fact and Conclusions of Law without exception, and that the respondent shall not be issued a license to practice practical nursing in the state of Louisiana until she has successfully completed the stipulations as attached to the motion. In addition, I move that when all stipulations are met and upon favorable review of information requested in said stipulations, the respondent may then be issued a license to practice practical nursing in the state of Louisiana and said license is to be immediately placed on probation for a minimum period of one (1) year with stipulations as attached to the motion. The respondent is to be fined \$500.00 for the violations detailed in the Conclusions of Law and be assessed a hearing assessment fee of \$500.00 to the Board within 90 days of the date of the Board Order

MAKER: Daigre

SECOND: Collins

YEAS: 10

NAYS: 0

ABSTENTIONS: Juneau

The motion passed

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MOTION

I move that in the case of (Lloyd Coleman) license number 972460, the Board adopt the hearing officer's Findings of Fact and Conclusions of Law without exception, and that the respondent's license be revoked. The respondent is to be fined \$500.00 for the violations detailed in the Conclusions of Law and be assessed a hearing assessment fee of \$500.00 to the Board within 90 days of the date of the Board Order

MAKER: Prince
 SECOND: Daigre
 YEAS: 10
 NAYS: 0
 ABSTENTIONS: Juneau
 The motion passed

MOTION

I move that the following consent agreements be accepted by the board:

License #280074	Destin Bond
License #20110728	Kenyatta Bridgewater
License #250240	Sheila Broussard
License #290454	Ashley Brown
License #220790	Tori Cherry
License #280724	Zackary Conner
License #20110258	Kimberly Deville
License #890109	Donna Duhon
S.S. # ending with 6778	Rachelle Dupre
License #940468	Melissa Fowler
License #200151	Heather Grantadams
License #240447	Wendy Holden
S.S. # ending with 6449	Jeania Jackson
S.S. # ending with 0387	Dexter London
License #900843	Janet Mayes
License #20110179	Summer Mc Kissack
License #20101018	Tinea Patten
License #280839	Jane Rayborn
License #220380	Eve Whitmore
S.S. # ending with 7819	Jeffrey Yeager
S.S. # ending with 6464	Monique Zachary

MAKER: Connelley
 SECOND: Campanella
 YEAS: 10
 NAYS: 0
 ABSTENTIONS: Juneau
 The motion passed

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MOTION TO ADOPT
MINUTES OF
JUNE 14 AND 15, 2012
BOARD MEETING

Dr. Suleman moved that the minutes of the meeting of June 14 and 15, 2012 be adopted as printed in the book of reports with the exception of the Resolution of the former executive director.
SECOND: Chancellor
YEAS: 11
NAYS: 0
ABSTENTIONS: 0
The motion passed

MOTION

Dr. Suleman moved to table the resolution section of the June 14 and 15, 2012 board meeting and re-listen to the tape of that meeting to correctly record the resolution in the board minutes for the past Executive Director, Claire D. Glaviano.
SECOND: Collins
YEAS: 11
NAYS: 0
ABSTENTIONS: 0
The motion passed

MOTION TO ADOPT
MINUTES OF
SEPTEMBER 21, 2012
SPECIAL BOARD MEETING

Ruby Chancellor moved that the minutes of the special board meeting of September 21, 2012, be adopted as printed in the book of reports.
SECOND: Campanella
YEAS: 11
NAYS: 0
ABSTENTIONS: 0
The motion passed

COMPLIANCE
DEPARTMENT
REPORT

Julie Prange presented the report of the compliance department. An explanation of the report was provided. No action was needed or taken.

EDUCATION
REPORT

Nancy Mc Carthy presented a written report of all Louisiana writers of the NCLEX-PN from 5/10/2012 to 9/13/2012 and a report of First Time Writers for the years 2008-2012. No action was needed or taken on this matter.

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SHREVEPORT CAMPUS
CLOSURE

The Shreveport p.n. program has had more than three classes with less than an 80% pass rate, and it was recommended that their campus be placed on probation for a period of 3 months with stipulations.

MOTION

Roberta Connelley moved that prior to allowing Shreveport to admit another class, Ms. Mc Carthy will make a site visit to the Shreveport Campus. When the board receives their pass/fail rate of their December graduates as being acceptable, Ms. Mc Carthy will revisit the program and from that date on, they will be placed on a three month probationary period. All information will then be presented to the board at its next regular board meeting for further action.

SECOND: Dunn

YEAS: 11

NAYS: 0

ABSTENTIONS: 0

The motion passed

PROGRAM
SUMMARY

A summary report and update of programs on provisional accreditation, initial accreditation, restored to full accreditation, and school closures were provided. No action was needed or taken on this matter.

PROGRAM(S) ON
PROVISIONAL
ACCREDITATION

Programs on provisional accreditation include: Dryades YMCA, RPCC Tech Education Center, Sorrento Shreveport Campus, Shreveport, Delta Ouachtia – NELTC, West Monroe.

PROGRAM(S) CITED FOR
NON-COMPLIANCE WITH
BOARD RULES

At the time of the printing of the book of reports, the following programs had been cited for non-compliance with board rules:

Baton Rouge – CATC, Baton Rouge, and Lafayette – SLCC, Lafayette.

A discussion ensued regarding updating the board's policies regarding practical nursing programs who are not in compliance with the boards rules/regulations. Ms. Mc Carthy will work with the board on creating updated policies regarding programs who are cited for non-compliance issues.

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PROGRAM EXPANSION
REQUEST

The Alexandria Campus requested approval for an evening program to begin in January, 2013.

MOTION

Ruby Chancellor moved to allow Alexandria Campus to enroll an evening class of thirty-six (36) students starting January, 2013.

SECOND: Dunn

YEAS: 11

NAYS: 0

ABSTENTIONS: 0

The motion passed

ACCREDITATION
STATUS

Ms. Mc Carthy also presented the ten year data summary tables and charts regarding the practical nursing programs. No action was needed nor taken on this matter.

MOTION

Albertha Prince moved to approve accreditation status of the practical nursing programs as indicated in the Book of Reports.

SECOND: Connelley

YEAS: 11

NAYS: 0

ABSTENTIONS: 0

The motion passed

REPORT OF THE
INTERIM EXECUTIVE
DIRECTOR

Roberta Connelley moved that the board members having received the Audit Report accept the report as published for the fiscal year 2012.

SECOND: Dr. Campanella

YEAS: 11

NAYS: 0

ABSTENTIONS: 0

The motion passed

AMENDMENTS TO FY 2013
BUDGET AND PROPOSED
BUDGET FOR FY 2014

Roberta Connelley moved to approve the proposed amendments to the 2013 budget and to approve the operating budget for 2014.

SECOND: Chancellor

YEAS: 11

NAYS: 0

ABSTENTIONS: 0

The motion passed

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ATTORNEY AUGUST, 2012
INVOICE
(FRANCIS MULHALL)

Due to questionable charges on Mr. Francis Mulhall, Board Attorney's August, 2012, billing invoice, the compliance director was asked to review the invoice and request an explanation of the charges from Mr. Mulhall. Since Mr. Mulhall failed to respond to the director's request, his invoice was presented to the board for consideration of payment.

Dr. Suleman moved that pending Mr. Mulhall's explanation of the questions regarding his August, 2012, invoice, the board take no action on this matter at this time.

SECOND: Chancellor

YEAS: 11

NAYS: 0

ABSTENTIONS: 0

The motion passed

A discussion ensued regarding the high cost of attorney fees and the board members requested a historical report regarding the last four years of what the board has paid in attorney fees to be presented to the board members at the next regular board meeting. No action was needed at this time, nor was any action taken.

ATTORNEY GENERAL'S
OPINION

Ms. Candace Melancon, a board member who could not attend the October, 2012, board meeting asked to be placed on the agenda after being advised by the board attorney, Mr. Francis Mulhall, that it was improper for her to discuss consent orders with board staff and that she would have to recuse herself from voting on these cases.

Ms. Melancon received a verbal opinion from the Attorney General's Office, but was advised by their office that if the board members would like a formal opinion, that they would have to vote on the matter and submit a written request for an opinion.

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MOTION FOR ATTORNEY
GENERAL'S OPINION

Roberta Connelley made the motion to request a formal opinion from the Attorney General's Office on the following matter: would a board member have to recuse themselves from voting on a disciplinary case if the case was discussed with them prior to the board meeting?

SECOND: Collins

YEAS: 11

NAYS: 0

ABSTENTIONS: 0

The motion passed

NATIONAL COUNCIL
REPORT

Ms. Ansardi presented information to the board members regarding the annual meeting of the National Council. No action was needed or taken on this matter.

A discussion ensued regarding board ordered assessments and the importance of the board members being knowledgeable about what type of assessments they mandate the LPN or applicant for licensure to obtain. Dr. Roy indicated that he would be happy to help Ms. Ansardi with that endeavor. No action was needed at this time.

HEARING OFFICER
TRAINING

A discussion ensued for any board members who would like to attend a training course to be a hearing officer for the board's disciplinary cases. Dr. Roy asked that staff and board members develop a policy for hearing officers for the board to be discussed at its next regular board meeting. No action was needed, nor taken. Any board member can volunteer to be the hearing officer for the board's disciplinary cases.

APPOINTMENT OF THE
EXECUTIVE DIRECTOR

There were four candidates interviewed for the Executive Director position on October 4, 2012.

Dr. Campanella moved to appoint Lynn Ansardi, RN as the new Executive Director

SECOND: Dr. Suleman

YEAS: 11

NAYS: 0

ABSTENTIONS: 0

The motion passed

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APPOINTMENT OF THE
ASSOCIATE EXECUTIVE
DIRECTOR

Dr. Suleman, moved to appoint Ms. Nancy Mc Carthy, RN
as the Associate Executive Director.

SECOND: Collins
YEAS: 11
NAYS: 0
ABSTENTIONS: 0
The motion passed

E-MAIL
ETIQUET

Dr. Roy, moved to have the executive director prepare
policy/procedures regarding appropriate communication
to and among board members when communicating by
e-mail.

SECOND: Suleman
YEAS: 11
NAYS: 0
ABSTENTIONS: 0
The motion passed

FACULTY APPROVAL
REQUEST

An earlier discussion ensued regarding the request of an
applicant for a faculty position received from A& W
Healthcare Educators . This applicant was denied approval
due to falsifying questions on his application submitted to
the board. No action was needed or taken on this matter.

MOTION

Dr. Suleman, moved to request a letter from the applicant,
explaining his position concerning marking "no" on his
applications for R.N. licensure, and to have him submit a
certified copy of any/all actions taken against any/all R.N.
licenses, so the board can decide at its next regular board
meeting if the applicant should be approved or not.

SECOND: Connelley
YEAS: 11
NAYS: 0
ABSTENTIONS: 0
The motion passed

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COMMITTEES

A discussion ensued regarding the board forming subcommittees made up of board members and board staff. The subcommittees recommended were: a finance committee, a grievance committee, a by-law committee, a contract hiring committee, legislative committee and a public relations committee. Dr. Fulmer asked the board members to think about what committee they would like to service on, and that they would discuss the topic of forming these committees at the next regular board meeting. No action was needed or taken on this matter.

FUTURE BOARD MEETING
DATES

Proposed dates in March, 2013, have been discussed but not set.

PUBLIC COMMENT

No one requested to make additional public comment.

MOTION TO ADJOURN

Dr. Suleman moved that the meeting adjourn.

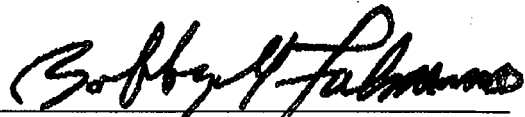
SECOND: Dr. Campanella

YEAS: 11

NAYS: 0

ABSTENTIONS: 0

The motion passed, and the meeting adjourned at 10:30 AM.



Bobby Fulmer, M.D., Chairman