



Arkansas Department of Health

Arkansas State Board of Nursing
1123 S. University Ave., #800 • Little Rock, Arkansas 72204 • (501) 686-2700 • Fax (501) 686-2714
Governor Sarah Huckabee Sanders
Renee Mallory, RN, BSN, Secretary of Health
Jennifer Dillaha, MD, Director
Sue A. Tedford, MNSc, APRN, Director

BOARD BUSINESS MEETING MINUTES

- TIME AND PLACE:** January 11, 2024
ASBN Boardroom
- MEMBERS PRESENT:** Allie Barker, MSN, RN; Tabitha Lancaster, RN; Jamie Sims, Phillip Petty, RN; Cassie Gonzales, MNSc, APRN, FNP-BC; Veronica Harmon, RN; Barbara Hillman, BSN, RN; Robin Lambert, LNHA, LPN; Lakisha D. Young, LPN
- MEMBERS ABSENT:** None
- STAFF ATTENDING AT VARIOUS TIMES:** Sue A. Tedford, Director, MNSc, APRN
David Dawson, General Counsel
Jennifer Ivory, Attorney Specialist, Esq., MPH
Darla Erickson, Administrative Services Manager
Kim Hooks, MPH, BSN, RN, ASBN Assistant Director- ArNAP
Karen McCumpsey, Assistant Director, MNSc, RN, CNE
Shannon McKinney, Assistant Director, DNP, APRN, WHNP-BC
Lisa Wooten, Assistant Director, MPH, BSN, RN
Janet Simpson, ASBN Program Coordinator, MSN, RNP, RNC-MNN
Tammy Vaughn, Program Coordinator, MSN, RN, CNE
Albert Williams, Information Systems Coordinator
Udell Ward Jr., Regulatory Board Chief Investigator
Leslie Suggs, Executive Assistant to the Director
Susan Moore, Computer Operator
- GUESTS ATTENDING:** Al Robertson, David and Susan Brown, PCI Publishing

President Allie Barker called the meeting to order at 2:15 p.m. A flexible agenda was declared.

I. OTHER

Al Roberson, David Brown, and Susan Brown, with PCI Publishing, spoke with the Board concerning the 2024 Nursing Expo, which will be held in conjunction with the Nursing Compassion and Outstanding Nurse Educator Award on April 6, 2024, at the Donaghey Student Center on the UALR campus. The nomination deadline for the Nursing Compassion and Outstanding Nurse Education Award is February 23, 2024. There will be 20 nurses and 5 educators recognized. Ms. Brown asked ASBN staff and Board Members to please get the word out regarding PCI's need for nominees for the Nursing Compassion and outstanding Nurse Educator Awards.

II. CONSENT AGENDA

MOTION 1: I move the Arkansas State Board of Nursing approve the items on the January 11, 2024, Consent Agenda.
Brought by Cassie Gonzales and seconded by Tabitha Lancaster.
PASSED.

III. COMMITTEE REPORTS

Reports were given by Committee chairs. Motions reflect committee recommendations.

A. FINANCE COMMITTEE

Phillip Petty, the Finance Committee Chairperson, along with Darla Erickson, Administrative Services Manager, covered items for the Finance Committee. The Finance Committee approved their September 7, 2023 minutes and purpose of their committee.

The following motions were presented:

MOTION 2: I move that the ADH-Arkansas State Board of Nursing approve the financial statements for July 2023, August 2023, and September 2023.
Brought by Phillip Petty and seconded by the Finance Committee.
PASSED.

MOTION 3: I move that the ADH-Arkansas State Board of Nursing approve the financial reports prepared by the Arkansas Department of Health – Budget Department for the Arkansas State Board of Nursing for the periods July 2023, August 2023, and September 2023.
Brought by Phillip Petty and seconded by the Finance Committee.
PASSED.

MOTION 4: I move that the ADH-Arkansas State Board of Nursing approve the report reconciling the ASBN financial statements to the AASIS documents received from the Arkansas Department of Health – Budget Department for the Arkansas State Board of Nursing for the periods July 2023, August 2023, and September 2023.
Brought by Phillip Petty and seconded by the Finance Committee.
PASSED.

MOTION 5: I move that the ADH-Arkansas State Board of Nursing authorize stipend payments in accordance with A.C.A. § 25-16-905.
Brought by Phillip Petty and seconded by the Finance Committee.
PASSED.

MOTION 6: I move that the ADH-Arkansas State Board of Nursing authorize expense reimbursement in accordance with A.C.A. § 25-16-902.
Brought by Phillip Petty and seconded by the Finance Committee.
PASSED.

MOTION 7: I move that the ADH-Arkansas State Board of Nursing (ASBN) approve funding for five (5) Board Members to attend the 2024 NCSBN Mid-Year Meeting in Atlanta, Georgia, March 11-14, 2024, if funds are available.

Brought by Phillip Petty and seconded by the Finance Committee.

PASSED.

MOTION 8: I move that the ADH-Arkansas State Board of Nursing (ASBN) approve funding for all board members to attend the 2024 NCSBN Annual Meeting in Chicago, Illinois, August 27-30, 2024, if funds are available.

Brought by Phillip Petty and seconded by the Finance Committee.

PASSED.

MOTION 9: I move that the ADH-Arkansas State Board of Nursing (ASBN) approve funding for all board members to attend the 2024 NCSBN APRN Roundtable held virtually, April 9, 2024, with registration fees (if applicable) paid by ASBN, and stipends paid to qualifying board members in attendance, if funds are available.

Brought by Phillip Petty and seconded by the Finance Committee.

PASSED.

MOTION 10: I move that the ADH-Arkansas State Board of Nursing approve funding for one (1) board member to attend the National Organization of Alternative Programs (NOAP) 2024 Annual Conference in Fort Myers, Florida, May 14-17, 2024, if funds are available.

Brought by Phillip Petty and seconded by the Finance Committee.

PASSED.

MOTION 11: I move that the ADH-Arkansas State Board of Nursing approve the Annual Comprehensive Financial Report (ACFR) Year End Closing Package for State Agencies CSR3 submitted for the Arkansas State Board of Nursing to the Department of Finance and Administration for the fiscal year ended June 30, 2023.

Brought by Phillip Petty and seconded by the Finance Committee.

PASSED.

MOTION 12: I move that the ADH-Arkansas State Board of Nursing approve the Sub-Grant Agreement between the Arkansas Department of Health-Board of Nursing and the Arkansas Center for Nursing, Inc. for the fiscal year 2025.

Brought by Phillip Petty and seconded by the Finance Committee.

PASSED.

MOTION 13: I move that the ADH-Arkansas State Board of Nursing approve the revisions to the following policy of the Arkansas State Board of Nursing Administrative Manual as listed and attached:

Accounting

- IX-01, Processing Applications

Brought by Phillip Petty and seconded by the Finance Committee.

PASSED.

MOTION 14: I move that the ADH-Arkansas State Board of Nursing approve the revisions to the following policy of the Arkansas State Board of Nursing Administrative Manual as listed and attached:

Accounting

- IX-11, Refunds

Brought by Phillip Petty and seconded by the Finance Committee.

PASSED.

Darla Erickson also confirmed there were no changes in the financial section of the strategic plan. Phillip Petty advised board members that receive a stipend will be receiving a 1099 form.

B. EDUCATION COMMITTEE

Tabitha Lancaster, Nursing Education Committee Chairperson, along with Karen McCumpsey, ASBN Assistant Director, and Temmy Vaughn, Program Coordinator, covered items for the Education Committee. The following motions were presented:

MOTION 15: I move that the Arkansas State Board of Nursing grant Continued Full Approval to the Arkansas Tech University Practice Nurse program until the year 2028.

Brought by Tabitha Lancaster and seconded by the Education Committee.

PASSED.

MOTION 16: I move that the Arkansas State Board of Nursing grant Continued Full Approval to the Southern Arkansas University Tech Practical Nursing program until the year 2028.

Brought by Tabitha Lancaster and seconded by the Education Committee.

PASSED.

MOTION 17: I move that the Arkansas State Board of Nursing grant Continued Full Approval to the University of Arkansas Community College Morrilton Associate of Applied Science in Registered Nursing program until the year 2026.

Brought by Tabitha Lancaster and seconded by the Education Committee.

PASSED.

MOTION 18: I move that the Arkansas State Board of Nursing grant Continued Full Approval to the Arkansas Northeastern College Associate of Applied Science in Registered Nursing program until the year 2028.

Brought by Tabitha Lancaster and seconded by the Education Committee.

PASSED.

MOTION 19: I move that the Arkansas State Board of Nursing grant Initial Approval to the Cossatot Community College of the University of Arkansas Associate of Applied Science degree in Registered Nursing.

Brought by Tabitha Lancaster and seconded by the Education Committee.

PASSED.

MOTION 20: I move that the Arkansas State Board of Nursing defer Prerequisite Approval to the Philander Smith University – The Dr. Joycelyn Elders School of Applied and Public Health Practical Nursing Program.

Brought by Tabitha Lancaster and seconded by the Education Committee.

PASSED.

MOTION 21: I move that the Arkansas State Board of Nursing rescind the motion to defer Prerequisite Approval to the Philander Smith University Practical Nurse Program.

Brought by Tabitha Lancaster and seconded by the Education Committee.

PASSED.

MOTION 22: I move that the Arkansas State Board of Nursing deny Prerequisite Approval to the Philander Smith University Practical Nurse Program.

Brought by Tabitha Lancaster and seconded by the Education Committee.

PASSED.

MOTION 23: I move that the Arkansas State Board of Nursing deny Prerequisite Approval to the Philander Smith University – The Dr. Joycelyn Elders School of Applied and Public Health Associate of Applied Science in Registered Nursing Program.

Brought by Tabitha Lancaster and seconded by the Education Committee.

PASSED.

MOTION 24: I move that the Arkansas State Board of Nursing grant Prerequisite Approval to the Philander Smith University – The Dr. Joycelyn Elders School of Applied and Public Health Baccalaureate of Science in Registered Nursing Program.

Brought by Tabitha Lancaster and seconded by the Education Committee.

PASSED.

MOTION 25: I move that the Arkansas State Board of Nursing approves the curriculum revisions for the University of Arkansas Community College Batesville Associate of Applied Science in Registered Nursing Program.

Brought by Tabitha Lancaster and seconded by the Education Committee.

PASSED.

MOTION 26: I move that the Arkansas State Board of Nursing approves the curriculum revisions for the University of Arkansas Community College Batesville Licensed Practical Nurse Program.

Brought by Tabitha Lancaster and seconded by the Education Committee.

PASSED.

MOTION 27: I move that the Arkansas State Board of Nursing approve the addition of a high school admission track for Arkansas State University Beebe Practical Nurse program to begin in 2024-2025 academic school year, pending approval by ADHE.

Brought by Tabitha Lancaster and seconded by the Education Committee.

PASSED.

MOTION 28: I move that the Arkansas State Board of Nursing approves the addition of a high school admission track for the Baptist Health College Little Rock Practical Nurse program.

Brought by Tabitha Lancaster and seconded by the Education Committee.

PASSED.

MOTION 29: I move that the Arkansas State Board of Nursing accept the 2023 NCLEX low pass rate responses and reports for the following programs:

- Arkansas Northeastern College PN – first year
- Arkansas State University Jonesboro ADN – third year
- Arkansas State University Newport PN – second year
- South Arkansas University Technical ADN – second year
- Southeast Arkansas University Technical ADN – nine year – closure report
- University of Arkansas Monticello College of Technology Crossett OPN – first year
- University of Arkansas at Pine Bluff BSN – third year
- University of Arkansas Pulaski Technical PN – first year

Brought by Tabitha Lancaster and seconded by the Education Committee.

PASSED.

MOTION 30: I move that the Arkansas State Board of Nursing accept the 2023 Medication Assistant-Certified exam low pass rate responses and reports for the following programs:

- Arkansas Northeastern College – 2 years
- Northwest Technical Institute – 1 year
- University of Arkansas Pulaski Technical College – 1 year

Brought by Tabitha Lancaster and seconded by the Education Committee.

PASSED.

MOTION 31: I move that the Arkansas State Board of Nursing grant Approval to the Arkansas Health Care Association (AHCA) Medication Assistant-Certified (MA-C) program to add additional training sites in the following locations:

- Batesville - UACCB
- Batesville – Wood-Lawn Heights
- Blytheville – Care Systems Training Academy
- Jonesboro – Craighead Nursing Center
- Mountain Home – Hiram Shaddox Health and Rehab
- Springdale – Arkansas Career Training of the Ozarks, LLC

Brought by Barbara Hillman and seconded by the Education Committee.

Tabitha Lancaster recused from this item.

PASSED.

Tabitha Lancaster reported the Education Department's strategic plan is still on track. The Education Committee approved their September 7, 2023, minutes and reviewed the purpose of the committee.

C. PRACTICE COMMITTEE

Cassie Gonzales, Practice Committee Chairperson, and Shannon McKinney, ASBN Assistant Director, covered items for the Practice Committee.

The Practice Committee approved their minutes from the September 7, 2023, meeting. They also reviewed the purpose of their committee and strategic plan, which is on track. There were no motions presented to the Board on behalf of the Practice Committee.

D. ADMINISTRATIVE COMMITTEE

Veronica Harmon, Administrative Committee Chairperson, and Sue Tedford, ASBN Director, presented the following motions:

The Administrative Committee reviewed Board Governance policies. Revisions were necessary for the following policies of the Arkansas State Board of Nursing Administrative Manual listed in the following motion.

MOTION 32: I move that the Arkansas State Board of Nursing approve revisions to the following policies of the Arkansas State Board of Nursing Administrative Manual as listed and attached:

Advanced Practice

- *VII-1, Auditing Advanced Practice renewals with prescriptive authority,*
- *VII-4, Change of collaborative physician,*
- *VII-5, Corporation Registration (I. Initial, II. Renewals),*
- *VII-6, Document Retention in Licensure Files*

Brought by Veronica Harmon and seconded by the Administrative Committee.

PASSED.

The Administrative Committee approved their minutes from the September 7, 2023, meeting. They also reviewed their strategic plan and the purpose of their committee.


The percentage of stakeholder survey responses were discussed, and Sue Tedford requested the Board Members review the survey for any suggested changes.

National Park College, Hot Springs, tentatively will be the venue for the 2024 Board Strategic Planning Meeting scheduled for June 13, 2024. A facilitator will be overseeing the drafting of the next strategic plan.

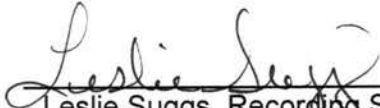
IV. STAFF REPORTS

Shannon McKinney, Assistant Director, Advanced Practice, and LouAnn Walker, Public Information Coordinator, both advised their departments are up to date with the Strategic Plan.

There being no further business, the meeting adjourned at 3:36 p.m.



Allie Barker, Board President



Leslie Suggs, Recording Secretary

February 14, 2024

Date Approved