



Arkansas Department of Health

Arkansas State Board of Nursing

1123 S. University Ave., #800 • Little Rock, AR 72204 • (501) 686-2700 • Fax (501) 686-2714
Governor Asa Hutchinson
Jennifer A. Dillaha, MD, Director
Renee Mallory, RN, Interim Secretary of Health
Sue A. Tedford, MNSc, APRN, Director

BOARD BUSINESS MEETING MINUTES

TIME AND PLACE: September 8, 2022
ASBN Boardroom

MEMBERS PRESENT: Lance Lindow, RN; Neldia Dycus, BS, MHSM, MHRD, RN; Stacie Hipp, APRN; Janice Ivers, MSN, RN, CNE; Jasper Fultz, LPN; Ramonda Housh, MNSc, APRN, CNP, C-PNP; Melanie Garner, LPN, CLC

MEMBERS ABSENT: None

STAFF ATTENDING AT VARIOUS TIMES: Sue A. Tedford, Director, MNSc, APRN
David Dawson, General Counsel, JD
Ashley Fisher, Attorney Specialist, JD
Shannon McKinney, Assistant Director, DNP, APRN, WHNP-BC
Lisa Wooten, Assistant Director, MPH, BSN, RN
Karen McCumpsey, Assistant Director MNSc, RN, CNE
Darla Erickson, Administrative Services Manager
LouAnn Walker, Public Information Coordinator
Tammy Vaughn, Program Coordinator, MSN, RN, CNE
Janet Simpson, Program Coordinator, MSN, RNP, RNC-MNN
Leslie Suggs, Executive Assistant to the Director
Albert Williams, Information Systems Coordinator
Susan Moore, Computer Operator
Mindy Darner, Legal Support Specialist

President Lance Lindow called the meeting to order at 11:58 a.m. A flexible agenda was declared.

Ashley Fisher, the Board's attorney, presented the following consent agreements and waiver requests that had been entered into since the last meeting. Following discussion of each individual agreement, the following motions were passed:

MOTION: I MOVE that the Arkansas State Board of Nursing ratify the following Consent Agreements:

Curtis, Jordan Ashley-Gayle Curtis McFarland L059134 (Paragould, AR)

Violation – *The Nurse Practice Act of Arkansas ACA §17-87-309 (a)(6)*
Arkansas State Board of Nursing Rules, Chapter Seven, Section IV (A)(6)(a), (b) and (e)
Probation – 1 year, practice only
Courses – *The Nurse and Professional Behaviors, Critical Thinking: An Overview, and Geriatric Bundle*
Civil Penalty - \$750.00

Freed, Lisa Leann Ward R087773
AR)

(Decatur,

Violation – *The Nurse Practice Act of Arkansas ACA §17-87-309 (a)(4), (a)(6)*
Arkansas State Board of Nursing Rules, Chapter Seven, Section IV (A)(4) and (A)(6)(p)
Probation – 2 years, reinstatement
Courses – *The Nurse and Professional Behaviors, Critical Thinking: An Overview, and Geriatric Bundle*
Civil Penalty - \$1,500.00

Hartgraves, Keiona Deionta LPN 217716

(Fort Smith, AR)

Violation – *The Nurse Practice Act of Arkansas ACA §17-87-309 (a)(2), (a)(6)*
Arkansas State Board of Nursing Rules, Chapter Seven, Section IV (A)(6)(t)
Probation – 2 years
Courses – *Substance Abuse Bundle*
Civil Penalty - \$1,500.00

Metcalf, Karen Margaret Light R080830, L025243
AR)

(Jonesboro,

Violation – *The Nurse Practice Act of Arkansas ACA §17-87-309 (a)(4), (a)(6)*
Arkansas State Board of Nursing Rules, Chapter Seven, Section IV (A)(4) and (A)(6)(p)
Suspension – Suspension 1 year
Probation – 2 years, reinstatement
Courses – *Substance Abuse Bundle, Board-approved refresher course*
Civil Penalty - \$1,500.00

Tipton, Heather Lyn Hill Thomason Hinton R072526
AR)

(Jacksonville,

Violation – *The Nurse Practice Act of Arkansas ACA §17-87-309 (a)(6)*
Arkansas State Board of Nursing Rules, Chapter Seven, Section IV (A)(6)(p) and (t)
Probation – 1 year
Courses – *Substance Abuse Bundle*
Civil Penalty - \$750.00

Walker, Kristy D. L052320

(Tuckerman, AR)

Violation – *The Nurse Practice Act of Arkansas ACA §17-87-309 (a)(6)*
Arkansas State Board of Nursing Rules, Chapter Seven, Section IV (A)(6)(e), (h), and (m)
Probation – 1 year
Courses – *The Nurse And Professional Behaviors*
Civil Penalty - \$750.00

Brought by Stacie Hipp and seconded by Janice Ivers.

PASSED

MOTION: I MOVE that based on the evidence presented and the allegations contained in the Consent Agreement, the Arkansas State Board of Nursing finds that Terri Childs, License(s) # L059289, Respondent, pleaded guilty or nolo contendere to, or has been found guilty of a crime making them ineligible to hold a nursing license as cited in Arkansas Code Annotated §17-3-102, and §17-87-309(a)(2) and that the Board Grant a waiver of A.C.A §17-3-102.

Brought by Stacie Hipp and seconded by Janice Ivers.

PASSED

MOTION: I MOVE that based on the evidence presented and the allegations contained in the Consent Agreement, the Arkansas State Board of Nursing finds that Michael Wayne Wyman, License(s) # R066218, L035349, Respondent, pleaded guilty or nolo contendere to, or has been found guilty of a crime making them ineligible to hold a nursing license as cited in Arkansas Code Annotated §17-3-102, and §17-87-309(a)(2) and that the Board Grant a waiver of A.C.A §17-3-102.

Brought by Stacie Hipp and seconded by Janice Ivers.

PASSED

MOTION: I MOVE that the Arkansas State Board of Nursing ratify the following Consent Agreements:

Childs, Terri L059289 **(Cherokee Village, AR)**

Violation – *The Nurse Practice Act of Arkansas ACA §17-87-309 (a)(6)*
Arkansas State Board of Nursing Rules, Chapter Seven, Section IV (A)(6)(a), (d) and (e)
Probation – 3 years, reinstatement
Courses – *The Nurse and Professional Behaviors, Critical Thinking: An Overview, and Geriatric Bundle*
Civil Penalty - \$2,250.00

Wyman, Michael Wayne R066218, L035349 **(Banks, AR)**

Violation – *The Nurse Practice Act of Arkansas ACA §17-87-309 (a)(2), (a)(4), and (a)(6)*
Arkansas State Board of Nursing Rules, Chapter Seven, Section IV (A)(4) and (A)(6)(m)
Probation – 3 years, reinstatement
Courses – *Substance Abuse Bundle, Board-approved refresher course*
Civil Penalty - \$2,250.00

Brought by Stacie Hipp and seconded by Janice Ivers.

PASSED

Educational Session on Opioid Use Disorder Medical Assistant Treatment was presented by Kathleen Russell, JD, MN, RN; Associate Director, NCSBN.

The meeting recessed for lunch at 12:50 p.m. Following lunch, the Board resumed meetings.

President Lance Lindow called the meeting to order at 1:35 p.m. The following motions were presented and approved.

IV. OTHER

Susan Brown and Al Robertson with PCI spoke to the Board concerning events planned for the upcoming year. The Nursing Compassion and outstanding Nurse Educator Award Ceremony will take place on April 1, 2023, in conjunction with the Nursing Expo at the Jack Stephens Event Center located on the University of Arkansas- Little Rock Campus. Award ceremony will now recognize 20 nurses and 5 educators. Free nursing continuing education credits will be provided to nurses who attend provided courses. Al Robertson requested the Board allow two ASBN Update publications a year be sent via email to nurses.

I. CONSENT AGENDA

MOTION 5: I MOVE the Arkansas State Board of Nursing approve the items on the Consent Agenda.

Brought by Lance Lindow and seconded by Stacie Hipp.
PASSED.

MOTION 6: I MOVE that the Arkansas State Board of Nursing approve funding in the amount of \$5,000.00 for sponsorship of the 2022 Arkansas Prescription Drug Summit.

Brought by Lance Lindow and seconded by Stacie Hipp.
PASSED

II. COMMITTEE REPORTS

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

A. FINANCE COMMITTEE

Janice Ivers, the Finance Committee Chairperson, along with Darla Erickson, Administrative Services Manager, covered items for the Finance Committee. The Finance Committee approved their minutes and purpose of their committee. The following motions were presented:

MOTION 7: I move that the Arkansas Department of Health - Arkansas State Board of Nursing approve the financial statements for October 2021, November 2021, December 2021, January 2022, February 2022, March 2022, April 2022, May 2022, and June 2022.

Brought by Janice Ivers and seconded by the Finance Committee.
PASSED.

MOTION 8: I move that the Arkansas Department of Health - Arkansas State Board of Nursing approve the financial reports prepared by the Arkansas Department of Health – Budget Department for the periods October 2021, November 2021, December 2021, January 2022, February 2022, March 2022, April 2022, May 2022, and June 2022.

Brought by Janice Ivers and seconded by the Finance Committee.
PASSED.

MOTION 9: I move that the Arkansas Department of Health - 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 periods October 2021, November 2021, December 2021, January 2022, February 2022, March 2022, April 2022, May 2022, and June 2022.

Brought by Janice Ivers and seconded by the Finance Committee.
PASSED.

MOTION 10: I move that the Arkansas Department of Health - Arkansas State Board of Nursing approve the Annual Comprehensive Financial Report (ACFR) Year End Closing Package for State Agencies CSR1 and CSR2 submitted to the Department of Finance and Administration for the fiscal year ended June 30, 2022.

Brought by Janice Ivers and seconded by the Finance Committee.
PASSED.

MOTION 11: I move that the Arkansas Department of Health - Arkansas State Board of Nursing approve the 2022 Control Self-Assessment submitted March 1, 2022 for ADH – Arkansas State Board of Nursing to the Department of the Inspector General – Office of Internal Audit.
Brought by Janice Ivers and seconded by the Finance Committee.
PASSED.

MOTION 12: I move that the Arkansas Department of Health - Arkansas State Board of Nursing approve the FY2023 Annual Operations Plan submitted on April 13, 2022, to the Arkansas Department of Health – Budget Department.
Brought by Janice Ivers and seconded by the Finance Committee.
PASSED.

MOTION 13: I move that the ADH – Arkansas State Board of Nursing approve the Grant Agreement (Grant Contract Number: ASBN2023-001) between the ADH – Arkansas State Board of Nursing and the Arkansas Center for Nursing, Inc.
Brought by Janice Ivers and seconded by the Finance Committee.
PASSED.

MOTION 14: I move that the Arkansas Department of Health - Arkansas State Board of Nursing approve the retire of Policy IX-19 Salary Adjustment from Entry to Base Levels as Arkansas Department of Health (ADH) policy is now used.
Brought by Janice Ivers and seconded by the Finance Committee.
PASSED.

Darla also confirmed there were no changes in the financial section of the strategic plan.

B. EDUCATION COMMITTEE

Ramonda Housh, Acting Education Committee Chairperson, along with Tammy Vaughn, ASBN 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 State University Jonesboro Associate of Applied Science in Registered Nursing program until the year 2027.
Brought by Ramonda Housh and seconded by the Education Committee.
PASSED.

MOTION 16: I move the Arkansas State Board of Nursing grant Continued Full Approval to the Arkansas State University Jonesboro Baccalaureate of Science in Nursing program until the year 2027.
Brought by Ramonda Housh and seconded by the Education Committee.
PASSED.

MOTION 17: I move that the Arkansas State Board of Nursing grant Full Approval to the Arkansas State University Beebe Licensed Practical Nurse/Paramedic to Associate of Applied Science in Registered Nursing program until the year 2025.
Brought by Ramonda Housh and seconded by the Education Committee.
PASSED.

MOTION 18: I move that the Arkansas State Board of Nursing continue Conditional Approval to the Baptist Health College Little Rock Associate Degree in Registered Nursing Program until two consecutive years of an above 75% NCLEX pass rate is achieved or until the Board withdraws approval status for noncompliance with the education standards.
Brought by Ramonda Housh and seconded by the Education Committee.
PASSED.

MOTION 19: I move that the Arkansas State Board of Nursing grant Continued Full Approval to the Jefferson Regional Medical Center School of Nursing Associate Degree in Registered Nursing program until the year 2027.
Brought by Ramonda Housh and seconded by the Education Committee.
PASSED.

MOTION 20: I move that the Arkansas State Board of Nursing grant Prerequisite Approval to the Phillips Community College of the University of Arkansas Community Associate of Applied Science in Registered Nursing program until the year 2027.
Brought by Ramonda Housh and seconded by the Education Committee.
PASSED.

MOTION 21: I move that the Arkansas State Board of Nursing grant Continued Full Approval to the Arkansas State University-Newport Practical Nurse Program until the year 2027.
Brought by Ramonda Housh and seconded by the Education Committee.
PASSED.

MOTION 22: I move that the Arkansas State Board of Nursing grant Continued Full Approval to the North Arkansas College Practical Nurse Program until the year 2027.
Brought by Ramonda Housh and seconded by the Education Committee.
PASSED.

MOTION 23: I move that the Arkansas State Board of Nursing grant Full Approval to the University of Arkansas Fort Smith/Western Arkansas Technical Center High School Practical Nurse Program until the year 2025.
Brought by Ramonda Housh and seconded by the Education Committee.
PASSED.

MOTION 24: I move that the Arkansas State Board of Nursing grants Prerequisite Approval to the Arkansas State University Mountain Home Associate of Applied Science degree in Registered Nursing program.
Brought by Ramonda Housh and seconded by the Education Committee.
PASSED.

MOTION 25: I move that the Arkansas State Board of Nursing grants Prerequisite Approval to the Ozarka College LPN to RN Associate of Applied Science degree in Nursing program.
Brought by Ramonda Housh and seconded by the Education Committee.
PASSED.

MOTION 26: I move that the Arkansas State Board of Nursing grant Approval to the University of Arkansas Community College at Morrilton Medication Assistant-Certified program, to begin January 2023.
Brought by Ramonda Housh and seconded by the Education Committee.
PASSED.

MOTION 27: I move that the Arkansas State Board of Nursing add Occupational English Test (OET) as an option for international applicants to meet the English proficiency exam requirements.

Brought by Ramonda Housh and seconded by the Education Committee.

PASSED.

The Education approved their January 6, 2022, minutes and reviewed their strategic plan. Tammy Vaughn discussed FY22 NCLEX 5 Year Pass Rates.

C. PRACTICE COMMITTEE

Neldia Dycus, Practice Committee Chairperson, and Lisa Wooten, ASBN Assistant Director, presented items for the Practice Committee.

The Practice Committee reviewed the Disciplinary Performance Improvement Indicators. Board members recommended continued reporting with same level of detail.

Shannon McKinney presented to the Committee the Aesthetic Practice Position Statement 21-1 edits; *Rules*, Chapter 4, Section VIII (k)(1); and APRN Delegation to Medical Assistants (MA). The committee agreed on limited to only primary care / family practice and women's health practitioners.

After discussions, the following motions were presented to the Board:

MOTION 28: I move that the Arkansas State Board Nursing Staff research and review current trends in APRN delegation of nursing tasks to unlicensed personnel and present back to the Practice Committee at the next meeting.

Brought by Neldia Dycus and seconded by the Practice Committee.

PASSED.

MOTION 29: I move that the Arkansas State Board of Nursing remove the Prescription Drug Monitoring Program (PDMP) delegate restriction for licensed personnel and the two (2) delegate limit.

Brought by Neldia Dycus and seconded by the Practice Committee.

PASSED.

MOTION 30: I move that the Arkansas State Board of Nursing approve the proposed changes to the Arkansas State Board of Nursing Position Statement 21-1, "Role of the Licensed Nurse in the Practice of Aesthetics," as attached.

Brought by Neldia Dycus and seconded by the Practice Committee.

PASSED.

The Practice Committee approved their minutes from the January 6, 2022, meeting. They also reviewed their strategic plan and are on track.

D. ADMINISTRATIVE COMMITTEE

Stacie Hipp, Chairperson for the Administrative Committee, and Sue Tedford, ASBN Executive Director, presented the following motions:

MOTION 31: I move that the Arkansas State Board of Nursing delete Strategic Initiative III, Objective 2(a)&(b) for CORE data from the Strategic Plan.

Brought by Stacie Hipp and seconded by the Administrative Committee.

PASSED.

MOTION 32: I move that the Arkansas State Board of Nursing extend the current 2020 – 2022 Strategic Plan from three years to five years.

Brought by Stacie Hipp and seconded by the Administrative Committee.

PASSED.

The Administrative Committee reviewed Personnel, Nursing Practice, APRN, and Medication Assistant policies. Revisions were necessary for the following policies of the Arkansas State Board of Nursing Administrative Manual listed in the following motion:

MOTION 33: 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:

PERSONNEL

I-16, FOIA Request, Media Relations, FOIA Meeting Notifications

I-43, Agency Criminal Background Check

NURSING PRACTICE

III-5, Reviewing a Complaint

III-9, Drug Screens

III-10, FOI Requests

III-14, Applicants for Renewal Reporting Criminal History

III-19, Licensure Status Change Following Board Action

III-22, Processing Complaints from the Office of Long-Term Care

III-23, Archiving Discipline Files

III-24, Unlicensed Nursing Practice

III-25, Late Renewals

III-27, Obtaining a License Suspended by the Board

III-32, Letters of Reprimand

III-34, Suspension

III-35, Voluntary Surrender

III-44, Complainant Notification

III-45, Renewal of a License Under Investigation

III-47, Monitoring of Licensees Disciplinary Files

III-50, Criteria for Board Approved Evaluators

ADVANCED PRACTICE

VII-1, Auditing Advanced Practice Renewals with Prescriptive Authority

MEDICATION ASSISTANT

X-1, Testing and Retesting

Brought by Stacie Hipp and seconded by the Administrative Committee.

PASSED.

III. STAFF REPORTS

LouAnn Walker requested that the Board Members update their biography information.

IV. OTHER

The following handouts were provided for the Board Members:

- Survey for 2023 Educational Sessions
- Committee Evaluation
- Hotel and Travel Evaluation
- Committee Interest Survey

The following was provided to the Board through Survey Monkey:

- Board Self-Evaluation

Board Members shared information they learned during the 2022 NCSBN Annual Meeting.

The Board members elected Board officers for the 2022 – 2023 Year, as follows:

MOTION 34: I move that the Arkansas State Board of Nursing closes nominations for the 2022 – 2023 Board Officer Positions and acknowledges there are no opposing candidates, and hereby elect the following Board Members by acclamation as follows:

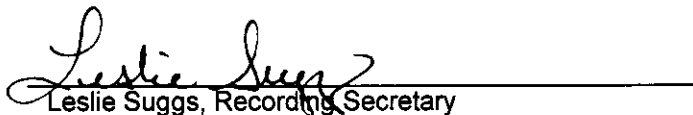
- President: Lance Lindow
- Vice President: Neldia Dycus
- Secretary: Janice Ivers
- Treasurer: Stacie Hipp

PASSED.

There being no further business, the meeting adjourned at 3:30p.m.



Lance Lindow, Board President



Leslie Suggs, Recording Secretary

10-12-2022

Date Approved