1. Call to Order:

The meeting was called to order at 9:00 a.m. by Jeanine Carr – Chair at the Office of Professional Regulation, 89 Main Street, 3rd Floor, Montpelier, VT; Board members present: Jeanine Carr, Ellen Watson, Jill Duell, Kelly Sinclair, Deborah Swartz, Luana Tredwell, Douglas Sutton, Jennifer Laurent, and Virginia Hudson. Judges George Belcher and Michael Kupersmith. Staff members present: Lauren Hibbert – Board Attorney, Phyllis Mitchell – Executive Director, Kristin Husher – Nursing Program Manager, Colette Page – Licensing Board Specialist, Ellen Leff – Case Manager; Prosecuting Attorneys Elizabeth St. James and Rachel Allen. Others present – Michelle Rae Skinner, Alicia Whitcomb, Rebecca Parker, Paul Heisner, Victoria Heisner, and Kate FitzPatrick. Patricia McCuen and Robert Appel attended by phone.

The Board again welcomes new LPN member, Jill Duell. Public member Jack Welch resigned from the board because he is on another board. Jeanine Carr read a note from Jack.

2. Changes to the Agenda:

Linda Rice and Sheila Davis removed as I-Team members assigned to respective hearings as they are no longer on the board nor I-Team members. On page 2, after lunch, Ellen Stone and Kimberly Ambrose are not able to come today.

3. Approval of Minutes:

E. Watson moved to approve the minutes of January 9, 2017. Pass

4. OTHER DISCIPLINARY ITEMS:

Current Discipline Reports for January and February 2017 – E. Leff reviewed with the Board the details of the current discipline cases. There are 15 more cases in February, 6 cases from intake and 9 additional cases pending I-Team.

5. HEARINGS

2016-645  Peter Hiltl was not present. V. Hudson moved to ACCEPT the VOLUNTARY INDEFINITE SUSPENSION stipulation on the license of Licensed Nursing Assistant Peter Hiltl. Pass

2017-1  Michelle Vance was not present. J. Carr moved to SUMMARILY SUSPEND the license of Registered Nurse Michelle Vance. Pass

2016-612  Michelle Rae Skinner was present without an attorney. E. Watson moved to SUMMARILY SUSPEND the license of Licensed Nursing Assistant Michelle Rae Skinner. Pass

2017-54  Alicia Whitcomb was present without an attorney. D. Swartz moved to SUMMARILY SUSPEND the license of Licensed Nursing Assistant Alicia Whitcomb. Pass
2016-133  Rebecca Parker was present without an attorney.  J. Carr moved to INDEFINITELY SUSPEND the license of Registered Nurse Rebecca Parker.  Pass

6.  STIPULATIONS and OTHER HEARINGS

M2016-83 (2014-429) Paul Heisner was present.  The Board decided in deliberative session to DENY the Petition for Reinstatement of the license of Licensed Nursing Assistant Paul Heisner.  Pass

2016-649  Amy Lane was not present for her appeal hearing on the preliminary denial of her Registered Nurse License application.  APPEAL DENIED without prejudice.  Pass

2015-467; 2015-498  Jason Ploof was not present.  D. Sutton moved to CONDITION the license of Registered Nurse Jason Ploof.  Pass

2015-545  Rachel Carlton was not present.  D. Sutton moved to ACCEPT the STIPULATED VOLUNTARY SURRENDER of the license of Registered Nurse Rachel Carlton.  Pass

M2016-73 (2004-213) Christy Erickson was not present.  D. Swartz moved to ACCEPT the REINSTATEMENT STIPULATION to CONDITION the license of Registered Nurse and Advanced Practice Registered Nurse Christy Erickson.  Pass

M2016-86 (2015-317) Eliza Chadwick was not present.  D. Sutton moved to ACCEPT the REINSTATEMENT STIPULATION to CONDITION the license of Licensed Nursing Assistant Eliza Chadwick.  Pass

2015-139  Patricia McCuen was present with her attorney, Robert Appel, both by telephone.  V. Hudson moved to ACCEPT the STIPULATED SURRENDER of the license of Registered Nurse Patricia McCuen.  Pass

M2017-4 (2013-108) Kathleen Spencer was not present.  E. Watson moved to ACCEPT the REINSTATEMENT STIPULATION of the license of Licensed Nursing Assistant Kathleen Spencer.  Pass

2015-455  Lisa Veilleux was not present.  E. Watson moved to ACCEPT the INDEFINITE SUSPENSION of the license of Registered Nurse Lisa Veilleux.  Pass

2015-376  Michelle Angell was not present.  V. Hudson moved to ACCEPT the INDEFINITE SUSPENSION of the license of Registered Nurse Michelle Angell.  Pass

M2016-50 (2015-70) Sheri Gordon was not present.  E. Watson moved to ACCEPT the ORDER TO REMOVE CONDITIONS on the license of Registered Nurse Sheri Gordon.  Pass

7.  Administration, Education, Practice, Licensure:

Executive Director’s Report
Phyllis Mitchell reviewed her monthly report with the board. Nursing students have been invited to attend the April 10 board meeting, which will be held on the 2nd floor in the Green Mountain Care Board conference room. Jim Puente from NCSBN will also be at the April 10 meeting to review the enhanced nurse licensure compact and APRN compact. Lauren Hibbert
stated that telehealth is being looked at on a global level across professions at OPR for inclusion in Title 3.

Guest Kate FitzPatrick, DNP, RN, CNO at UVMMC attended the morning hearings today and found it helpful.

Phyllis also shared licensure statistics regarding active licenses and what is happening with the current RN and APRN renewal cycle in process. The LNA audit results that came in throughout January were discussed and in particular the practice hour requirement for LNAs. Lauren Hibbert would like the board to think about requiring Continuing Education instead of practice hours, or a combination of both, and this criteria are applied across nursing. This will be discussed more in our ongoing strategic planning sessions.

NCSBN Passport has a new look. You must renew your password every 90 days. Phyllis will reinstate everyone on the board and provide each with a new password.

Phyllis will be at NCSBN mid-year meeting next week.

Phyllis was published in the Journal of Nursing Regulation.

Public Comments: None

8. Education:

Nursing Education Program Manager Report
Kristin Husher reviewed her month report with the board.

Kristin and Phyllis were at the University of Vermont to conduct an Approval Review site survey of the Doctorate of Nursing Practice program February 6, 7 and 8, 2017. One faculty member who teaches in the clinical setting at the foundational first year level of the DEPN program does not possess an MSN degree. The board had an extended discussion regarding Administrative Rules. D. Swartz moved to accept the recommendation to grant full approval for 5 years with the requirement that the one faculty member who does not possess an MSN remain enrolled and obtain her MSN in 3 years. Board members J. Carr, E. Watson and J. Laurent recused themselves from voting. Pass

Kristin and Phyllis were at Southern Vermont College to conduct a One year post-approval Review site survey of the Baccalaureate in Science – Nursing program February 21 and 22, 2017. E. Watson moved to accept the recommendation to grant full approval for 5 years. Pass

Nursing Assistant Education Programs:

- St. Albans Health and Rehab – New Program Approval – V. Hudson moved to APPROVE the new program at St. Albans Health and Rehab. Pass

- Central Vermont Career Center – one year post approval review – D. Sutton moved to APPROVE the one year post approval review of Central Vermont Career Center. Pass

- Tender Loving Homecare, Inc. – New Program Approval – Tabled for unmet compliance standards. May review next month if they get everything in to us.

Nursing Assistant Education and Practice Committee:
2016 4th Quarter NNAAP results show that Vermont has the highest skills pass rate (87.6%) in the nation.

Kristin provided the Board with 2016 4th Quarter NCLEX-RN and PN first time pass rates. Vermont LPN’s have the highest first time pass rate (98.52%) nationally.

9. **Practice:**

**APRN Sub-Committee:** The committee met on 3/1/2017. N. Stone has resigned from the committee. J. Greenleaf is still interested in being on the committee. P. Mitchell will have a table at the Vermont APRN annual meeting. E. Watson shared that NCSBN is undertaking a study across the country right now about collaborative agreements and E. Watson is doing a comparative review of templates. The necessity of practice guidelines for APRNs is being looked at in our strategic goals planning sessions.

The APRN Scope of Practice Presentation is postponed to the April or May 2017 Board meeting.

**Practice Committee:** D. Sutton addressed the Memo regarding Position Statements distributed at the January 9, 2017 board meeting. Board members are asked to carefully read and digest the memo. The memo will be discussed at the ongoing strategic planning sessions, and the board will take up the memo again at the May 2017 meeting.

**Alternative Program:** A Handbook for Vermont Nurses with Conditioned Licenses or in the Alternative Program was distributed. How to get this handbook into the hands of all Human Resource departments, Chief Nursing Officers, Employee Assistant Programs, etc. is being discussed at our ongoing strategic planning sessions.

9. **Adjournment:** J. Carr moved to adjourn the meeting at 2:45 PM.

Minutes recorded by: Colette Page, Licensing Board Specialist
Draft minutes reviewed by: Phyllis Mitchell, Executive Director
Draft minutes approved by Vermont Board of Nursing: 4/10/2017