



Arkansas Department of Health

Arkansas State Board of Nursing
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Governor Asa Hutchinson
Jennifer A. Dillaha, MD, Director
Renee Mallory, RN, Interim Secretary of Health
Sue A. Tedford, MNsc, APRN, Director

BUSINESS MEETING MINUTES

- TIME AND PLACE:** January 5, 2023
ASBN Boardroom
- MEMBERS PRESENT:** Lance Lindow, RN; Neldia Dycus, BS, MHSM, MHRD, RN; Janice Ivers, MSN, RN, CNE; Stacie Hipp, APRN; Jasper Fultz, LPN; CLC; Ramonda Housh, MNsc, APRN, CNP, C-PNP; Melanie Garner, LPN
- MEMBERS ABSENT:** None
- STAFF ATTENDING AT VARIOUS TIMES:** Sue A. Tedford, Director, MNsc, APRN
David Dawson, General Counsel
Ashley Fisher, Attorney Specialist
Lisa Wooten, Assistant Director, MPH, BSN, RN
Karen McCumpsey, Assistant Director, MNsc, RN, CNE
Shannon McKinney, Assistant Director, DNP, APRN, WHNP-BC
Kim Hooks, ASBN Assistant Director, ArNAP
LouAnn Walker, Public Information Coordinator
Tammy Vaughn, Program Coordinator, MSN, RN, CNE
Janet Simpson, ASBN Program Coordinator, MSN, RNP, RNC-MNN
Udell Ward, ASBN Chief investigator
Leslie Suggs, Executive Assistant to the Director
Susan Moore, Computer Operator
Tami Duke, Administrative Specialist III
- GUESTS ATTENDING:** Wendy Schroeder, Fresenius Kidney Care
Malinda Buentello, Davita Dialysis Center

President Lance Lindow called the meeting to order at 1:04 p.m. A flexible agenda was declared.

I. CONSENT AGENDA

MOTION 1: I move the Arkansas State Board of Nursing approve the items on the January 5, 2023, Consent Agenda.
Brought by Lance Lindow and seconded by Janice Ivers.
PASSED.

II. COMMITTEE REPORTS

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

A. FINANCE COMMITTEE

Stacie Hipp, the Finance Committee Chairperson, along with Darla Erickson, Administrative Services Manager, covered items for the Finance Committee. The Finance Committee approved their September 8, 2022, 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 2022, August 2022, and September 2022.

Brought by Stacie Hipp 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 2022, August 2022, and September 2022.

Brought by Stacie Hipp 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 2022, August 2022, and September 2022.

Brought by Stacie Hipp 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 Stacie Hipp 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 Stacie Hipp and seconded by the Finance Committee.

PASSED.

MOTION 7: I move that the ADH-Arkansas State Board of Nursing approve funding (if funds are available):

For five (5) for all board members to attend the 2023 NCSBN Mid-Year Meeting in Seattle, Washington, March 28-30-2022. In the event the 2023 NCSBN Mid-Year Meeting is changed to a virtual meeting, all board members are approved to attend with registration fees (if applicable) paid by ASBN, and stipends paid to qualifying board members in attendance.

Brought by Stacie Hipp and seconded by the Finance Committee.

PASSED.

MOTION 8: I move that the ADH-Arkansas State Board of Nursing approve funding (if funds are available):

For five (5) board members to attend the 2023 NCSBN Annual Meeting in Chicago, Illinois, August 16-18, 2023. In the event the 2023 NCSBN Annual Meeting is changed to a virtual meeting, all board members are approved to attend with registration fees (if applicable) paid by ASBN, and stipends paid to qualifying board members in attendance.

Brought by Stacie Hipp and seconded by the Finance Committee.

PASSED.

MOTION 9: I move that the ADH-Arkansas State Board of Nursing (ASBN) approve funding (if funds are available):

For all board members to attend the 2023 Virtual NCSBN APRN Roundtable in Rosemont, Illinois, April 11, 2023.

Brought by Stacie Hipp and seconded by the Finance Committee.

PASSED.

MOTION 10: I move that the ADH-Arkansas State Board of Nursing approve funding (if funds are available):

For two (2) board members to attend the National Organization of Alternative Programs (NOAP) 2023 Annual Conference in Orlando, Florida, May 15-20, 2023.

In the event the NOAP 2023 Annual Conference is changed to a virtual meeting, all board members are approved to attend with registration fees (if applicable) paid by ASBN, and stipends paid to qualifying board members in attendance.

Brought by Stacie Hipp 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, 2022.

Brought by Stacie Hipp and seconded by the Finance Committee.

PASSED.

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

MOTION 12: I move that the ADH-Arkansas State Board of Nursing (ASBN) approve funding for the following Board Members to attend the 2023 NCSBN Mid-Year Meeting in Seattle, Washington, March 27 – 31, 2023:

- Ramonda Housh
- Neldia Dycus
- Melanie Garner

Brought by Lance Lindow and seconded by Janice Ivers.

PASSED.

B. EDUCATION COMMITTEE

Ramonda Housh, Nursing Education Committee Chairperson, along with Karen McCumpsey, ASBN Assistant Director, covered items for the Education Committee. The following motions were presented:

MOTION 13: I move that the Arkansas State Board of Nursing grant Continued Full Approval to the Henderson State University Baccalaureate of Science in Nursing program until the year 2027.

Brought by Ramonda Housh and seconded by the Education Committee.

PASSED.

MOTION 14: I move that the Arkansas State Board of Nursing grant Continued Full Approval to the University of Arkansas at Monticello Baccalaureate of Science in Nursing program until the year 2027.

Brought by Ramonda Housh and seconded by the Education Committee.

PASSED.

MOTION 15: I move that the Arkansas State Board of Nursing grant Continued Full Approval to the University of Arkansas at Monticello Associate of Applied Science in Registered Nurse program until the year 2027.

Brought by Ramonda Housh and seconded by the Education Committee.

PASSED.

MOTION 16: I move that the Arkansas State Board of Nursing grant Continued Full approval to the University of Arkansas at Fort Smith 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 Continued Full Approval to the National Park College Associate Degree in registered Nursing program until the year 2027.

Brought by Ramonda Housh and seconded by the Education Committee.

PASSED.

MOTION 18: I move that the Arkansas State Board of Nursing grant Continued Full Approval to the National Park Practical Nursing program until the year 2027.

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 Southeast Arkansas College Practical 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 Initial 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 21: I move that the Arkansas State Board of Nursing consider the following options:

- That the Arkansas State Board of Nursing allow the ADHE exemptions for Philander Smith College. This allows the college to continue with submission of a feasibility study for the proposed PN, ADN, and BSN programs.
- That the Arkansas State Board of Nursing denies Philander Smith College the ability to proceed with submission of a feasibility study until the *Rules* are reviewed for potential revisions.
- Other recommendations as determined by the Board.

Brought by Ramonda Housh and seconded by the Education Committee.

PASSED.

MOTION 22: I move that the Arkansas State Board of Nursing grant Approval to the National Park College Medication Assistant-Certified program, to begin in Spring 2023.

Brought by Ramonda Housh and seconded by the Education Committee.

PASSED.

MOTION 23: I move that the Arkansas State Board of Nursing accept the 2022 NCLEX low pass rate responses and reports for the following programs:

- Arkansas State University Jonesboro ADN – 2 years
- Arkansas State University Mountain Home ADN – 1 year
- Arkansas State University Newport ADN – 2 years
- Arkansas State University Newport PN – 1 year
- Arkansas State University Three Rivers PN – 1 year
- Baptist Health College Little Rock ADN – 3 years
- East Arkansas Community College ADN – 4 years
- Phillips Community College UA ADN – 1 year
- South Arkansas University Technical ADN – 1 year
- South Arkansas University Technical PN – 2 years
- Southeast Arkansas College ADN – 8 years
- University of Arkansas Community College Batesville ADN – 3 years
- University of Arkansas at Fort Smith PN – 1 year
- University of Arkansas Hope/Texarkana PN – 1 year
- University of Arkansas Pine Bluff BSN – 2 years

Brought by Ramonda Housh and seconded by the Education Committee.

PASSED.

MOTION 24: I move that the Arkansas State Board of Nursing accept the 2022 Medication Assistant-Certified exam low pass rate responses and reports for the following programs:

- Arkansas Northeastern College – 1 year
- Arkansas State University Mountain Home – 1 year
- Arkansas State University Newport – 1 year
- Arkansas Tech University Ozark – 1 year

Brought by Ramonda Housh and seconded by the Education Committee.

PASSED.

Ramonda Housh reported the Education Department's strategic plan is still on track. The Education Committee approved their September 8, 2022, minutes and reviewed the purpose of the committee. Committee tabled discussion on Chapter Six *Rules* due to time constraints and will meet before February 2023 board meeting.

C. PRACTICE COMMITTEE

Neldia Dycus, Practice Committee Chairperson, and Shannon McKinney, ASBN Assistant Director, covered items for the Practice Committee. The Practice Committee discussed rules and regulations related to delegation to medical assistants in surrounding states, the lack of consistent educational programs, and no regulatory oversight. Further research is needed before a recommendation can be given to the Board. The Practice Committee approved their minutes from the September 8, 2022, 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

Janice Ivers, 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 25: 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:

Board Governance

- V-9, *Meetings of the Board*
- V-12, *General Guidelines for Board Business Meetings Agenda*
- V-21, *Travel Policy*
- V-22, *Committee Minutes*

Brought by Janice Ivers and seconded by the Administrative Committee.

PASSED.

The Administrative Committee approved their minutes from the September 8, 2022, meeting. They also reviewed their strategic plan and the purpose of their committee.


III. STAFF REPORTS

LouAnn Walker, Public Information Coordinator, confirmed there were no changes in the IT section of the strategic plan.

IV. OTHER

Susan Brown with PCI Publishing spoke with the Board concerning the 2023 Nursing Expo, which will be held on April 1, 2023, at the Jack Stephens Center. The nomination deadline for the Nursing Compassion and Outstanding Nurse Education Award is January 31, 2023. 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.

There being no further business, the meeting adjourned at 3:02 p.m.


Lance Lindow, Board President


Leslie Suggs, Recording Secretary

2/16/2023
Date Approved