BOARD BUSINESS MEETING MINUTES

TIME AND PLACE: January 7, 2021
ASBN Boardroom

MEMBERS PRESENT: Lance Lindow, RN; Yolanda Green, LPN; Stacie Hipp, APRN; Janice Ivers, MSN, RN, CNE; Neldia Dycus, BS, MHSM, MHRD, RN; Jasper Fultz, LPN; CLC; Ramonda Housh, MNSc, APRN, CNP, C-PNP; Rachel Sims, BSN, RN; Michael Burdine, RN;
Melanie Garner, LPN, attended virtually

MEMBERS ABSENT: None

STAFF ATTENDING AT VARIOUS TIMES: Sue A. Tedford, Director, MNSc, APRN
David Dawson, General Counsel, JD
Mary Trentham, Attorney Specialist, JD, MNSc, MBA, APRN
Lisa Wooten, Assistant Director, MPH, BSN, RN
Karen McCumpsey, Assistant Director MNSc, RN, CNE
Tonya Gierke, Assistant Director, JD, BSN, RN
Darla Erickson, Administrative Services Manager
Shannon McKinney, Assistant Director, DNP, APRN, WHNP-BC
Brandon Grimes, Regulatory Board Chief Investigator
Tammy Vaughn, Program Coordinator, MSN, RN, CNE
Deborah Rodgers, Program Coordinator, MSN, RN
Leslie Suggs, Executive Assistant to the Director
Albert Williams, Information Systems Coordinator
LouAnn Walker, Public Information Coordinator
Guest Speaker: Barry Lubin, M.D., FASAM, MRO, Affinity eHealth

After an educational session by Barry H. Lubin, M.D., FASAM, MRO, Affinity eHealth, President Lance Lindow called the meeting to order at 2:00 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 Consent Agenda.
Brought by Stacie Hipp and seconded by Janice Ivers.
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 2: I move that the Arkansas State Board of Nursing make the following changes on the purpose of the Finance Committee: Line 7 – replace “Department of Finance & Administration (DFA)” with “Arkansas Department of Health (ADH)”; Line 8 – replace “DFA” with “AASIS”.
Brought by Janice Ivers and seconded by the Finance Committee.
PASSED.

MOTION 3: I move that the Arkansas State Board of Nursing approve the financial statements for July 2020, August 2020, and September 2020.
Brought by Janice Ivers and seconded by the Finance Committee.
PASSED.

MOTION 4: I move that the 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 2020, August 2020, September 2020, October 2020, and November 2020.
Brought by Janice Ivers and seconded by the Finance Committee.
PASSED.

MOTION 5: I move that the 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 2020, August 2020, and September 2020.
Brought by Janice Ivers and seconded by the Finance Committee.
PASSED.

MOTION 6: I move that the Arkansas State Board of Nursing authorize stipend payments in accordance with A.C.A. § 25-16-905.
Brought by Janice Ivers and seconded by the Finance Committee.
PASSED.

MOTION 7: I move that the Arkansas State Board of Nursing authorize expense reimbursement in accordance with A.C.A. § 25-16-902.
Brought by Janice Ivers and seconded by the Finance Committee.
PASSED.
MOTION 8: I move that the Arkansas State Board of Nursing approve funding for all board members to attend the 2021 NCSBN Mid-Year Virtual Meeting with registration fees (if applicable) paid by ASBN, and stipends paid to qualifying board members in attendance, if funds are available.
Brought by Janice Ivers and seconded by the Finance Committee.
PASSED.

MOTION 9: I move that the Arkansas State Board of Nursing (ASBN) approve funding for all board members to attend the 2021 NCSBN Annual Virtual Meeting with registration fees (if applicable) paid by ASBN, and stipends paid to qualifying board members in attendance, if funds are available.
Brought by Janice Ivers and seconded by the Finance Committee.
PASSED.

MOTION 10: I move that the Arkansas State Board of Nursing (ASBN) approve funding for all board members to attend the 2021 NCSBN Virtual APRN Roundtable with registration fees (if applicable) paid by ASBN, and stipends paid to qualifying board members in attendance, if funds are available.
Brought by Janice Ivers and seconded by the Finance Committee.
PASSED.

MOTION 11: I move that the Arkansas State Board of Nursing approve funding (if funds are available): For one (1) board member to attend the National Organization of Alternative Programs (NOAP) 2021 Annual Conference in Albuquerque, New Mexico, May 16-20, 2021. In the event the NOAP 2021 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 Janice Ivers and seconded by the Finance Committee.
PASSED.

MOTION 12: I move that the Arkansas State Board of Nursing approve the Comprehensive Annual Financial Report (CAFR) 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, 2020.
Brought by Janice Ivers and seconded by the Finance Committee.
PASSED.

MOTION 13: I move that the Arkansas State Board of Nursing approve the Internal Control and Compliance Assessment prepared by Arkansas Legislative Audit dated August 12, 2020 and approved by the Legislative Joint Auditing Committee for the Arkansas State Board of Nursing for the year ended June 30, 2019.
Brought by Janice Ivers and seconded by the Finance Committee.
PASSED.
MOTION 14: I move that the Arkansas State Board of Nursing approve moving forward with the abatement process for the accounts receivable identified as uncollectible as of June 30, 2020. 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. Janice Ivers advised board members that receive a stipend will be receiving a 1099 form.

B. EDUCATION COMMITTEE

Ramonda Housh, Nursing 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 University of Arkansas Community College at Batesville Associate of Science Degree in Nursing program until the year 2025. Brought by Ramonda Housh and seconded by the Finance Committee. PASSED.

MOTION 16: I move that the Arkansas State Board of Nursing grant Continued Full Approval to the University of Arkansas at Little Rock Associate of Science Degree in Nursing program until the year 2025. Brought by Ramonda Housh and seconded by the Finance Committee. PASSED.

MOTION 17: I move that the Arkansas State Board of Nursing grant Continued Full Approval to the University of Arkansas at Pine Bluff Baccalaureate of Science Degree program, with annual monitoring and review of program outcomes, until the year 2025. Brought by Ramonda Housh and seconded by the Finance Committee. PASSED.

MOTION 18: I move that the Arkansas State Board of Nursing grant Continued Full Approval to the Arkansas State University – Mountain Home Licensed Practice Nurse/Paramedic to Associate of Applied Science in Registered Nursing until the year 2025. Brought by Ramonda Housh and seconded by the Finance Committee. PASSED.

MOTION 19: I move that the Arkansas State Board of Nursing grant Continued Full Approval to Practical Nurse Program of Arkansas State University – Mountain Home until the year 2025. Brought by Ramonda Housh and seconded by the Finance Committee. PASSED.
MOTION 20: I move that the Arkansas State Board of Nursing grant Full Approval to the Arkansas State University Newport Associate of Applied Science in Registered Nursing until the year 2023. Brought by Ramonda Housh and seconded by the Finance Committee. PASSED.

MOTION 21: I move that the Arkansas State Board of Nursing grant Continued Full Approval to the Practical Nurse Program of Arkansas Northeastern College until the year 2025. Brought by Ramonda Housh and seconded by the Finance Committee. PASSED.

MOTION 22: I move that the Arkansas State Board of Nursing accept the 2020 NCLEX low pass rate responses and reports for the following programs:
- Baptist Health College Little Rock ADN – First Year
- National Park College PN – First Year
- University of Arkansas Community College Batesville ADN – First Year
- U of A Pulaski Tech PN – First Year
- East Arkansas Community College ADN – Two Years
- Jefferson Regional Medical Center ADN – Four years
- Southeast Arkansas College ADN – Six Years
Brought by Ramonda Housh and seconded by the Finance Committee. PASSED.

Karen McCumpsey reported the Education Department's strategic plan is still on track. The Education approved their September 10, 2020 minutes and reviewed their purpose of committee. Two schools sent in letters of intent to start new programs: Ouachita Baptist University – traditional BSN and UAMS Northwest Campus – accelerated/second degree BSN

C. PRACTICE COMMITTEE
Neldia Dycus, Practice Committee Chairperson, and Mary Trentham, Attorney Specialist, covered items for the Practice Committee.

MOTION 23: I move that the Board accept the Position Statement 21-1 Role of the Licensed Nurse in the Practice of Aesthetics (attached), and have board staff publish the statement for public comment. Brought by Neldia Dycus and seconded by the Practice Committee. PASSED.

The Practice Committee approved their minutes from the September 10, 2020, meeting. They also reviewed their strategic plan and are on track.

D. ADMINISTRATIVE COMMITTEE
Stacie Hipp, Administrative Committee Chairperson, and Sue Tedford, ASBN Director, presented the following motions:
The Administrative Committee reviewed Administration policies. Revisions were necessary for the following personnel policies of the Arkansas State Board of Nursing Administrative Manual listed in the following motion.

**MOTION 24:** 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:  

**Licensure**  
- II-44, Criminal Background Reports;  
- II-47, Waiver Request for Applicants for Initial Licensure by Exam or Endorsement;  
- II-51, Criminal Background Report Authorization, Access, Use & Dissemination;  
- II-52, Criminal Background Report Security, Retention and Disposal

**Advanced Practice**  
- VII-4 Change of collaborative physician;  
- VII-6, Document Retention in Licensure Files

Brought by Jasper Fultz and seconded by the Administrative Committee. **PASSED.**

**MOTION 25:** I move that the Arkansas State Board of Nursing approve the revision of definition of prescriptive authority of Chapter 1.  
Brought by Yolanda Green and seconded by the Administrative Committee. **PASSED.**

The Administrative Committee approved their minutes from the September 10, 2020, meeting. They also reviewed their strategic plan and the purpose of their committee.

**III. STAFF REPORTS**

Tammy Vaughn updated the Board on the Academic-Practice Partnership. Currently only one nursing program has implemented the program in NWA, with 8 students. Nursing programs are required to submit all policies and procedures to the ASBN prior to implementation. Evaluation or summary is to be submitted following each semester it is in place. Currently, ASBN Rules have been suspended allowing this Partnership; however, once State of Emergency has been lifted, the Rules regarding payment to precepted students will be back in place. The Board was encouraged to think about the possibility of edits to the Rules to allow this partnership to continue.
Sue Tedford discussed the following with the Board:
- Due to the ongoing pandemic and current case numbers, Susan Brown with PCI provided an email in lieu of attending. There have been no changes regarding the Expo as they are still in a holding pattern; the January issue of ASBN Update will return to one-one delivery method. She plans to attend the Board’s next meeting in person.
- After review of the 2020 Board evaluation survey, there are no changes to be made at this time.
- The Board’s recommendation regarding continuation of waiver fees was sent to the Governor’s Office and approved.

There being no further business, the meeting adjourned at 2:58 p.m.

Lance Lindow, Board President

Leslie Suggs, Recording Secretary

2/10/2021

Date Approved