



**AMENDED**

**BOARD BUSINESS MEETING MINUTES**

**TIME AND PLACE:** September 11, 2025  
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:** Ashley Davis, Director, PhD, RN  
David Dawson, General Counsel  
Jennifer Ivory, Attorney Specialist, Esq., MPH  
Darla Erickson, Administrative Services Manager  
Shannon McKinney, Assistant Director, DNP, APRN, WHNP-BC, RNC-OB  
Lisa Wooten, Assistant Director, MPH, BSN, RN  
Janet Simpson, ASBN Program Coordinator, MSN, RNP, RNC-MNN  
Tammy Vaughn, Assistant Director, MSN, RN, CNE  
Brandy Haley, Program Coordinator, PhD, RN, CNE  
LouAnn Walker, Public Information Coordinator  
Udell Ward Jr., Regulatory Board Chief Investigator  
Chris Lewis, Executive Assistant to the Director  
Andrea McCuen, Administrative Specialist II  
Charissa McVay, Nurse Practitioner – Enforcement/FPA, APRN, FNP-bc  
Kim Hooks, ASBN Assistant Director, MPH, BSN, RN

**GUESTS:** Rachel Bunch, Arkansas Health Care Association  
Blaine Snyder, MSN, RN, Arkansas Health Care Association

President Allie Barker called the meeting to order at 12:04 p.m. A flexible agenda was declared.

**I. CONSENT AGENDA**

**MOTION 1:** I MOVE that the ADH-Arkansas State Board of Nursing approves the items on the Consent Agenda: Board Meeting Minutes – July 9, 2025 and July 10, 2025; Performance Measures – 4<sup>th</sup> Quarter and 5 Year; Strategic Plan Report; National and State Meetings Report; Workshop Presentations Report; NCLEX Pass Rates; MA-C Pass Rates.  
Brought by Allie Barker and seconded by Jamie Sims.  
**PASSED.**

**II. COMMITTEE REPORTS**

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

#### **A. EDUCATION COMMITTEE**

Tabitha Lancaster, Education Committee Chairperson, along with Brandy Haley, ASBN Program Coordinator, covered items for the Education Committee. The Education Committee approved their June 5, 2025 Minutes. The following motions presented:

**MOTION 2:** I MOVE that the ADH-Arkansas State Board of Nursing approves the Arkansas Health Care Association School of Nursing MA-C to PN Program Letter of Intent to add additional Ft. Smith satellite campus contingent on pass rates above 75% and meeting the standards for Full Approval, starting June 2026.

Brought by Tabitha Lancaster and seconded by Veronica Harmon.

**PASSED.**

**MOTION 3:** I MOVE that the ADH-Arkansas State Board of Nursing approves the following curriculum changes from the University of Arkansas Community College Morrilton MA-C Program: change the program name to Certified Medication Assistant; add inhalation and insulin competencies/learning objectives to the curriculum.

Brought by Tabitha Lancaster and seconded by the Education Committee.

**PASSED.**

**MOTION 4:** I MOVE that the ADH-Arkansas State Board of Nursing approves the following curriculum changes from the University of Arkansas East Arkansas Community College MA-C Program: add inhalation and insulin competencies/learning objectives to the curriculum.

Brought by Tabitha Lancaster and seconded by the Education Committee.

**PASSED.**

~~**MOTION 5:** I MOVE that the ADH-Arkansas State Board of Nursing approves the expansion of the University of Arkansas East Arkansas Community College PN to RN Accelerated Program allowing for the inclusion of paramedics and the following curriculum changes: new program name of PN/Paramedic to RN Accelerated Program; and revision of NUR 1904 Role Transition course description to include licensed paramedic work experience.~~

~~Brought by Tabitha Lancaster and seconded by the Education Committee.~~

~~**PASSED. RECOMMENDATION FAILED IN COMMITTEE, WAS NOT PRESENTED TO THE BOARD. THE MOTION WAS INCLUDED IN MINUTES IN ERROR.**~~

**MOTION 6:** I MOVE that the ADH-Arkansas State Board of Nursing approves the following curriculum changes from the Northwest Technical Institute CMA Program: change Title to Certified Medication Assistant; add inhalation and insulin competencies/learning objectives to the curriculum; Increase the program hours to 115 as mandated by legislation.

Brought by Tabitha Lancaster and seconded by the Education Committee.

**PASSED.**

**MOTION 7:** I MOVE that the ADH-Arkansas State Board of Nursing approves the following curriculum changes from the AHCA Nursing School MA-C Program: add inhalation and insulin competencies/learning objectives to the curriculum; increase the program hours to 115 as mandated by legislation.

Brought by Tabitha Lancaster and seconded by the Education Committee.

**PASSED.**

**MOTION 8:** I MOVE that the ADH-Arkansas State Board of Nursing approves the following curriculum changes from the ASU Beebe MA-C Program: add inhalation and insulin competencies/learning objectives to the curriculum; increase the program hours to 115 (6 credits) as mandated by legislation.

Brought by Tabitha Lancaster and seconded by the Education Committee.

**PASSED.**

**MOTION 9: I MOVE** that the ADH-Arkansas State Board of Nursing approves the following curriculum changes from the ATU Ozark MA-C Program: revised name to ATU Ozark CMA Program; add inhalation and insulin competencies/learning objectives to the curriculum; increase the program hours to 115 as mandated by legislation.

Brought by Tabitha Lancaster and seconded by the Education Committee.

**PASSED.**

**MOTION 10:** I MOVE that the ADH-Arkansas State Board of Nursing approves the following curriculum changes from the UAPTC MA-C Program: add inhalation and insulin competencies/learning objectives to the curriculum; increase the program hours to 115 as mandated by legislation.

**MOTION 11:** I MOVE that the ADH-Arkansas State Board of Nursing approves the following Curriculum changes from the ASU Newport MA-C Program: add inhalation and insulin competencies/learning objectives to the curriculum; decrease Theory hours to 60 and increase Lab hours to 20.

Brought by Tabitha Lancaster and seconded by the Education Committee.

**PASSED.**

**MOTION 12:** I MOVE that the ADH-Arkansas State Board of Nursing approves the following curriculum changes from the NPC MA-C Program: add inhalation and insulin competencies/learning objectives to the curriculum; increase the program hours to 115 as mandated by legislation.

Brought by Tabitha Lancaster and seconded by the Education Committee.

**PASSED.**

**MOTION 13:** I MOVE that the ADH-Arkansas State Board of Nursing approves the following curriculum changes from the South Arkansas College MA-C Program: add inhalation and insulin competencies/learning objectives to the curriculum; increase the program hours to 115 as mandated by legislation.

Brought by Tabitha Lancaster and seconded by the Education Committee.

**PASSED.**

#### **B. PRACTICE COMMITTEE**

Cassie Gonzales, Practice Committee Chairperson, along with Janet Simpson, ASBN Program Coordinator, presented items for the Practice Committee.

The Practice Committee approved their Minutes of the June 5, 2025, meeting. They discussed the purpose of the committee, reviewed the open disciplinary case report and their strategic plan. The Committee had no motions to present.

### **C. 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 June 5, 2025, Minutes. Phillip Petty advised the Board that the goals of the Finance Committee's Strategic Plan are on target. The following motions were presented:

**MOTION 14:** I MOVE that the ADH-Arkansas State Board of Nursing approve the financial statements for April 2025, May 2025 and June 2025.

Brought by Phillip Petty and seconded by the Finance Committee.

**PASSED.**

**MOTION 15:** 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 State Board of Nursing for the period April 2025, May 2025, and June 2025.

Brought by Phillip Petty and seconded by the Finance Committee.

**PASSED.**

**MOTION 16:** 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 period April 2025, May 2025, and June 2025.

Brought by Phillip Petty and seconded by the Finance Committee.

**PASSED.**

**MOTION 17:** I MOVE that the ADH-Arkansas State Board of Nursing approve the Annual Comprehensive Financial Report (ACFR) Year End Closing Package for State Agencies CSR1 submitted to the Department of Finance and Administration for the fiscal year ended June 30, 2025.

Brought by Phillip Petty and seconded by the Finance Committee.

**PASSED.**

### **A. ADMINISTRATIVE COMMITTEE**

Veronica Harmon, the Administrative Committee Chairperson, and Ashley Davis, ASBN Director, covered items for the Administrative Committee. The Committee approved their Minutes from June 5, 2025, and reviewed Nursing policy changes. Revisions were necessary for the following policies of the Arkansas State Board of Nursing Administrative Manual listed in the following motion:

**MOTION 18:** I MOVE that the ADH-Arkansas State Board of Nursing approve the attached changes to the following ASBN Policies: Section I-Personnel Policy: Policy I-42 CBC Mandatory Training; Section II-Licensure: Policy II-51 Criminal Background Report Authorization, Access, Use & Dissemination; Section III-Nursing Practice: Policy III-4; Receiving a Complaint; and Policy III-5, Reviewing an Open Complaint.

Brought by Veronica Harmon and seconded by the Administrative Committee.

**PASSED.**

After discussion, President Allie Barker presented the following motion to the Board:

**MOTION 19:** I MOVE that the ADH-Arkansas State Board of Nursing remove Dr. Donnie Holden from the Board-Approved Evaluator List.  
Brought by Cassie Gonzales and seconded by Veronica Harmon.  
**PASSED.**

### III. STAFF REPORTS

Shannon McKinney, Assistant Director, Advanced Practice, advised that the department is on track to meet all goals outlined in the strategic plan. LouAnn Walker, Information Systems Coordinator, reported that the strategic plan initiatives relevant to her department will be carried forward with a 2026 timeline. Kim Hooks, Assistant Director, shared that ArNAP is on track with the strategic plan goals. David Dawson, General Counsel, provided an update and overview of the *Rules* promulgation process, and reviewed the two cases that are currently on appeal: one with the Court of Appeals, and one in the Circuit Court of Saline County, along with the expected timelines of each.

#### Board Office Elections:

The Board members elected Board officers for the 2025 – 2026 Year, as follows:

- Allie Barker was elected to serve as Board President for the 2025-2026 term.
- Tabitha Lancaster was elected to serve as Board Vice President for the 2024-2026 term.
- Jamie Sims was elected to serve as Board Secretary for the 2025-2026 term.
- Phillip Petty was elected to serve as Board Treasurer for the 2025-2026 term.

There being no further business, the meeting adjourned at 12:15 p.m.



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Allie Barker, Board President



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Chris Lewis, Recording Secretary

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February 5, 2026

Date Amended Minutes Approved