



# Arkansas Department of Health

Arkansas State Board of Nursing  
1123 S. University Ave., #800 • Little Rock, Arkansas 72204 • (501) 686-2700 • Fax (501) 686-2714  
Governor Sarah Huckabee Sanders  
Renee Mallory, RN, BSN, Secretary of Health  
Jennifer Dillaha, MD, Director  
Sue A. Tedford, MNSc, APRN, Director

## BOARD BUSINESS MEETING MINUTES

<b>TIME AND PLACE:</b>	May 16, 2024 ASBN Boardroom
<b>MEMBERS PRESENT:</b>	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
<b>MEMBERS ABSENT:</b>	None
<b>STAFF ATTENDING AT VARIOUS TIMES:</b>	Sue A. Tedford, Director, MNSc, APRN David Dawson, General Counsel Jennifer Ivory, Attorney Specialist, Esq., MPH Darla Erickson, Administrative Services Manager Karen McCumpsey, Assistant Director, MNSc, RN, CNE Shannon McKinney, Assistant Director, DNP, APRN, WHNP-BC Lisa Wooten, Assistant Director, MPH, BSN, RN Janet Simpson, ASBN Program Coordinator, MSN, RNP, RNC-MNN Tammy Vaughn, Program Coordinator, MSN, RN, CNE LouAnn Walker, Public Information Coordinator Albert Williams, Information Systems Coordinator Udell Ward Jr., Regulatory Board Chief Investigator Leslie Suggs, Executive Assistant to the Director Susan Moore, Computer Operator
<b>GUESTS:</b>	Susan Brown, PCI Publishing Wendy Schrag, Fresenius Medication Care Wendy Moody

President Allie Barker called the meeting to order at 11:02 a.m. A flexible agenda was declared.

### III. STAFF REPORTS

LouAnn Walker, Public Information Coordinator, presented an educational session on Threatening Situations to the Board. LouAnn also reported IT Strategic Plan in on target. Shannon McKinney reported APRN Strategic Plan is on target as well.

## I. CONSENT AGENDA

**MOTION 1:** I move the Arkansas State Board of Nursing approve the items on the Consent Agenda.

Brought by Cassie Gonzales and seconded by Phillip Petty.

**PASSED.**

## II. COMMITTEE REPORTS

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

### A. 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 their minutes and purpose of their committee.

The following motions were presented:

**MOTION 2:** I move that the Arkansas State Board of Nursing approve the financial statements for October 2023 – March 2024.

**PASSED.**

**MOTION 3:** I move that the 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 October 2023 – March 2024.

**PASSED.**

**MOTION 4:** 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 State Board of Nursing for the period October 2023 – March 2024.

**PASSED.**

**MOTION 5:** I move that the Arkansas State Board of Nursing approve moving forward with the abatement process for the accounts receivable and notes receivable identified as uncollectible as of April 28, 2024.

**PASSED.**

**MOTION 6:** I move that the Arkansas State Board of Nursing approve the FY2025 Annual Operations Plan for the ADH-Arkansas State Board of Nursing submitted to the Arkansas Department of Health.

**PASSED.**

The Finance Committee approved the January 11, 2024, Meeting Minutes. Phillip Petty advised the Board that the Finance Committee's Strategic Plan is on target.

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

**B. EDUCATION COMMITTEE**

Tabitha Lancaster, Education Committee Chairperson, along with Tammy Vaughn, ASBN Program Coordinator, covered items for the Education Committee. The following motions were presented:

**MOTION 7:** I move that the Arkansas State Board of Nursing grant Full Approval to the Ouachita Baptist University Baccalaureate of Science in Nursing until the year 2027.

**PASSED.**

**MOTION 8:** I move that the Arkansas State Board of Nursing grant Initial Approval to the University of Arkansas Fort Smith Associate of Applied Science in Registered Nursing program.

**PASSED.**

**MOTION 9:** I move that the Arkansas State Board of Nursing approve the addition of a high school admission track and curriculum revision for the North Arkansas College Practical Nurse program to begin during once the facility and faculty are in place.

**PASSED.**

**MOTION 10:** I move that the Arkansas State Board of Nursing grant Approval to the Arkansas Health Care Association (AHCA) Medication Assistant-Certified (MA-C) program to add additional training sites in the following locations:

- Arkadelphia – Ouachita Baptist University
- Ash Flat – Ozarka College
- Crossett – University of Arkansas at Monticello College of Technology – Crossett
- El Dorado – South Arkansas Center on Aging
- Fort Smith – West Central Center on Aging
- Helena/West Helena – Delta Center on Aging
- Jonesboro – Center on Aging-Northeast
- Little Rock – Donald W. Reynolds, Institute on Aging, Center on Aging
- Melbourne – Ozarka College
- Monticello - University of Arkansas at Monticello
- Mountain View - Ozarka College
- Pine Bluff – South Central Center on Aging
- Springdale – Schmieding Center for Senior Health and Education
- Texarkana – Texarkana Regional Center on Aging

**PASSED.**

**MOTION 11:** I move that the Arkansas State Board of Nursing approve the addition of SpanTran the Evaluation Company to the list of international credential evaluation services.

**PASSED.**

The Education Committee approved the Minutes from their January 11, 2024, meeting. Tabitha Lancaster reported the Education Department's strategic plan is still on track and that educational sessions for the Board will continue.

The meeting recessed for lunch at 11:58 p.m. Following lunch, the Board resumed business meetings.

President Allie Barker called the meeting to order at 12:33 p.m. A flexible agenda was approved.

**C. 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 from the January 11, 2024, meeting. They discussed the purpose of the committee, reviewed the open disciplinary case report and their strategic plan.

**D. ADMINISTRATIVE COMMITTEE**

Veronica Harmon, Chairperson for the Administrative Committee, and Sue Tedford, ASBN Director, presented the following items:

The Administrative Committee reviewed all Licensure policies. Revisions were necessary for the following licensure policies of the Arkansas State Board of Nursing Administrative Manual listed in the following motion:

**MOTION 12:** 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-6, Application Retention for Licensure by Endorsement and Examination*
- *II-27, Processing Internationally Educated, re-write exam applications*
- *II-31, Issuance of Temporary Permit-Endorsement Applicants*
- *II-44, Criminal Background Reports*
- *II-46, Document Retention in Licensure Files*

**APRN**

- *VII-7, Review of Prescriber Metrics Reports*

**PASSED.**

The Administrative Committee approved their minutes from the January 11, 2024, meeting and reviewed the 2020-2024 Strategic Plan.

The Administrative Committee also discussed the annual Board Strategic Planning Meeting scheduled for June 13, 2024, which will be held at the C.A. Vincennes Arkansas 4-H Center, Little Rock.

#### IV. OTHER

Susan Brown with PCI spoke to the Board concerning events planned for the upcoming year. The Nursing Expo took place on April 6, 2024, at the Donaghey Student Center, UALR campus, Little Rock. The upcoming Nursing Expo will be held on April 5, 2025, with the location to be determined.

Lisa Wooten, Assistant Director, discussed with the Board investigation findings leading to the decision to issue a Letter of Warning to Tammy Rich, License No. R068620, L030747(exp).

David Dawson updated the Board on recent Letter of Reprimand Appeals status filed in Circuit Court:

- Emily Best, LPN License No. L058856, was ruled on yesterday by the Circuit Court in favor of the Arkansas State Board of Nursing, upholding the Letter of Reprimand.
- Charity Tarr, License No. A005328(exp), R063488(exp), and the Board of Nursing have both filed their dispositions on Appeal.
- Mechelle Jackson, License No. R076868, L026798(exp), has recently filed an Appeal.

Sue Tedford discussed proposed *Rules* for APRN delegation with the Board. Following discussion, it was determined staff would explore the Nebraska statute and regulations for Medication Aides and provide the information to the Board.

Wendy Schrag, Fresenius Medication Care, provided information on Nebraska's regulations regarding dialysis techs.

There being no further business, the meeting adjourned at 2:24 p.m.



Allie Barker, Board President



Recording Secretary

JULY 24, 2024

Date Approved

ARKANSAS STATE BOARD OF NURSING

MOTION

I MOVE that the Arkansas State Board of Nursing approve the Board Meeting Minutes from the June 12, 2024, Board Meetings, and June 13, 2024, Board Strategic Planning Meeting.

SIGNED                     *Jamie Lewis*                      
SECONDED                     *[Signature]*                    

MOTION#     4    

DATE     7/24/24    

Yes  No  Abstained