

WEST VIRGINIA STATE BOARD OF EXAMINERS  
FOR LICENSED PRACTICAL NURSES

MINUTES

BOARD MEETING  
JUNE 11, 2008

9:00 a.m. DISCIPLINARY REVIEW COMMITTEE MEETING  
(Committee Members Only)

9:30 a.m. REGULAR MEETING (Open to the Public)

1  
CALL TO ORDER Meeting was called to order by President, Catherine Vance, at 9:40 AM.  
Welcome and introduction of guests followed.

Members Present -

Catherine Vance  
Jean Yates  
Joan Smith  
Vickie Bennett  
Duane Napier (via telephone)

Members Absent -

Gregory Chairtas  
Suzannah Higgins  
Mark Stephens

Staff Present -

Lanette Anderson  
Michelle Winters  
Elsie Patterson

Guests Present -

Pamela Hancock  
Robert McClain  
Mary Berry  
Brenda Shields  
Heather Wilcox  
Sonya Ferris  
Ashley Layne

Megan Suddreth  
Kristan Acord  
Robert Porter  
Kristina Lilly  
Pamela Lewis  
Jennifer Beller  
Leigh Ann Connett  
Alice Brenan  
Chasity Boggess  
Olivia Edwards  
Haley Miller  
Tessa Lilly  
Janessa Midkiff  
Carolyn Pauley  
Barbara Collier  
Montana Bailey

INTRO-           Members, guests and staff introduced themselves.  
DUCTION  
OF MEMBERS &  
GUESTS

3  
PROPOSED       Motion was made by Duane Napier to approve the proposed agenda as  
AGENDA           presented. Motion was seconded by Joan Smith. Motion carried.

4  
MINUTES OF     Motion was made by Duane Napier that the minutes, as circulated, from the  
PREVIOUS       previous meeting held February 14, 2008, be approved by the Board. Motion  
MEETING        was seconded by Vickie Bennett. Motion carried.

5  
DISCIPLINARY  
REVIEW  
COMMITTEE       Michelle Winters, Associate Executive Director to the Board, reported  
the following activities of the Disciplinary Review Committee which have  
occurred since the February 14, 2008, Board Meeting:

Consent Agreements:

1. Lisa D. Worden, License No. 17676; BPN08-90  
Probation for one year per medication errors  
February 26, 2008

2. Rachel N. Brady, License No. 28007; BPN08-92  
Probation for one year per prior conviction  
February 26, 2008
3. Jill Vaughan, License No. 17040; BPN08-68  
Probation for one year per medication errors  
February 26, 2008
4. Tara A. Crago, License No. 29255; BPN08-106  
\$300 Monetary Penalty per working on Lapsed Letter of Intent  
February 26, 2008
5. Nicolas J. Coleman, Endorsement; BPN08-102  
Probation for one year per prior conviction  
February 26, 2008
6. Gerald Pourbaix, License No. 24555; BPN08-95  
Probation for one year per medication errors  
March 12, 2008
7. Sarah E. Hite, License No. 25043; BPN08-93  
Probation for one year per impairment while working  
March 17, 2008
8. Joreen A. McMillen, License No. 26053; BPN06-177  
Reprimand per practice errors  
March 17, 2008
9. Sandra K. Beymer, License No. 06511; BPN08-104  
\$500 Monetary Penalty per working on lapsed license  
March 21, 2008
10. Tiffany M. Cooper, License No. 28921; BPN08-103  
Reprimand for medication errors  
March 21, 2008
11. Erica R. Byrd, License No. 24599; BPN08-91  
Probation (1) year per Medication errors/impaired while at work  
March 21, 2008
12. Tammy G. Rennie, License No. 26402; BPN08-112  
\$140 Monetary Penalty per failed CE audit  
March 18, 2008

13. Andrea Ball, License No. 23326; BPN08-11  
Probation for one year per DUI conviction  
April 8, 2008

14. Marjorie Huffman, License No. 26463; BPN08-37  
Probation 2 yrs. per no contest plea to obtaining medications by false  
pretenses  
April 9, 2008

15. Esther Dillow, License No. 15579; BPN08-88  
Probation 1 yr. per practice error  
April 9, 2008

16. Wanda Tobrey, License No. 14336; BPN07-123  
Reprimand per documentation errors  
April 28, 2008

17. Lisa L. Lepera, License No. 26868; BPN08-113  
\$140 Monetary Penalty per failed CE audit  
May 7, 2008

18. Natalie N. Cline, License No. 28357; BPN08-108  
Reprimand per practice errors  
May 20, 2008

19. Kelly Miller, License No. 20105; BPN08-59  
Probation 2 yrs. per obtained medications by false pretenses  
June 5, 2008

20. Christina Conrad, License No. 28211; BPN08-79  
Reprimand per medication and documentation errors  
June 5, 2008

Reinstatements:

21. Brenda Barker, License No. 22138; BPN06-129  
Reinstated from 1 yr. Probation to Full Status  
April 28, 2008

22. Samantha White, License No. 27953; BPN07-77  
Reinstated from 1 yr. Probation to Full Status  
May 7, 2008

23. Beverly G. Williams, License No. 11141; BPN07-133  
Reinstated from 1 yr. Probation to Full Status  
May 23, 2008

No Action:

24. BPN06-188  
Alleged Verbal Abuse  
February 25, 2008

25. BPN07-152  
Alleged Misappropriation of resident property  
February 25, 2008

26. BPN08-57  
Alleged Neglect  
February 25, 2008

27. BPN08-72  
Alleged not following physician's order  
February 25, 2008

28. BPN08-86  
Alleged Narcotic Diversion  
February 25, 2008

29. BPN08-105  
Alleged practicing out of scope  
February 25, 2008

30. BPN08-110  
Alleged practice errors  
March 21, 2008

31. BPN08-111  
Alleged practice errors  
May 20, 2008

32. BPN08-123  
Alleged failure to give medications  
June 6, 2008

## BUDGET

6A

3RD QTR  
FY 2008

Executive Director reported expenditures for the 3rd Quarter FY 2008 were \$273,175.39. Total appropriations for FY 2008 are \$373,072.00. Balance at the end of the 3<sup>rd</sup> Quarter was \$99,896.61. The account balance was \$629,724.81.

6B

EXPENDI-  
TURE  
SCHEDULE

Executive Director reported that the expenditure schedule for FY 2009 was approved by mail vote. The appropriated amount was increased slightly for FY 2009 to \$381,443.00. A motion was made by Duane Napier that the mail vote approving the Expenditure Schedule for FY 2009 be approved. Motion was seconded by Joan Smith. Motion carried.

6C

REPORT OF  
PURCHASE  
CARD  
EXPENDITURE

Purchase card expenditures for the months of January, February and March, 2008 were reported to the Board in accordance with requirements of the Auditor's Office. Staff was available for any inquiries from members of the Board. After discussion regarding state purchasing policies, members directed staff to draft a letter from the Executive Director and President expressing concern regarding the requirements to purchase only from vendors on statewide contracts.

7

NCSBN

7A

MID-YEAR  
MEETING

Executive Director reported that NCSBN's Mid-Year meeting was held in Chicago from March 3 - 5, 2008. No members or staff was able to attend, however staff did watch the webcast. A portion of the meeting this year dealt with international issues with regards to nursing and healthcare.

7B

DELEGATE  
ASSEMBLY

The NCSBN Annual Meeting/Delegate assembly will be held in Nashville, TN August 5 - 8, 2008. The theme for this year's meeting is 'Our Collective Voice: Orchestrating Nursing Regulation.' NCSBN is covering all expenses for two (2) representatives to attend. A motion was made by Joan Smith that the Board authorize the attendance of two (2) representatives to attend the NCSBN Annual Meeting/Delegate Assembly. Motion was seconded by Duane Napier. Motion carried.

7C

TERCAP FORUM  
REPORT

This meeting was held in Chicago on April 7, 2008. A verbal report of the meeting was given by Lanette Anderson and Michelle Winters.

7D

IT SUMMIT  
REPORT

This meeting was held in Chicago on May 13 - 14, 2008. A verbal report of the meeting, attended by Kim Cremeans, was given by Lanette Anderson.

7E

FACULTY  
SHORTAGE  
MEETING  
REPORT

This meeting was attended by Duane Napier in February 2008. A verbal report of the meeting was provided.

8

WV NURSING  
CENTER  
UPDATE

Duane Napier provided an update on the Center for Nursing to members of the Board.

9

MISSION &  
INITIATIVES  
STATEMENT  
JULY 2007-  
JULY 2010

Executive Director reported that only minor revisions have been made to reflect current operations. A motion was made by Duane Napier that the Mission and Initiatives Statement be approved as presented. Motion was seconded by Vickie Bennett. Motion carried.

10

NCLEX PN TEST  
RESULTS

Executive Director reported that the passing average for NCLEX-PN for WV for the quarter ending March 31, 2008 is 90.79%. The national passing average for the quarter ending March 31, 2008 is 85.41%.

## 11 SCHOOLS OF PRACTICAL NURSING

11A

ANNUAL  
REPORTS 2007  
CLASSES

Executive Director reported that all annual reports from the twenty three LPN programs have been received. Data compiled from these reports for 2007 graduating classes still continues to be generally consistent with that in recent years. Numbers of applicants and qualified applicants were down slightly.

11B

NEW GRAD  
EMPLOYMENT  
2007  
GRADUATES

Executive Director reported that a slightly lower percentage of new graduates were unemployed, and a slightly higher percentage were enrolled in RN programs than in previous years.

12

ACT SCHOOL  
OF PN

A site visit was made by Lanette Anderson and Michelle Winters to the ACT School of Practical Nursing on April 5, 2008. After discussion of the findings resulting from this visit, a motion was made by Duane Napier that the ACT School of Practical Nursing be granted Full State Accreditation for a period of (3) three years, ending June 30, 2011. Motion was seconded by Joan Smith. Motion carried.

13

GREENBRIER  
COUNTY  
SCHOOL  
OF PN

A site visit was made by Lanette Anderson to the Greenbrier County School of Practical Nursing on April 15, 2008. After discussion of the findings resulting from this visit, a motion was made by Duane Napier that the Greenbrier County School of Practical Nursing be granted Full State Accreditation for a period of (3) three years, ending June 30, 2011. Motion was seconded by Jean Yates. Motion carried.

14

CABELL  
COUNTY  
SCHOOL  
OF PN

A site visit was made by Lanette Anderson and Becky Davis to the Cabell County School of Practical Nursing on May 22, 2008. After discussion of the findings resulting from this visit, a motion was made by Duane Napier that the Cabell County School of Practical Nursing be granted Full State Accreditation for a period of (3) three years, ending June 30, 2011, with the requirement of visits by the Board three (3) times during the first year, twice during the second year, and once during the third year so long as progress continues to be made. Motion was seconded by Joan Smith. Motion carried.

15

SALEM  
INTER-  
NATIONAL  
UNIVERSITY

Executive Director reported that during the last meeting with University representatives, it was indicated that they may approach the Board at the October 2008 meeting to request approval to plan a program.

16

2008  
LEGISLATIVE  
SESSION

Executive Director reported that HB 4495, which provides title protection for the word "nurse" passed on March 8, 2008. The bill proposed by the Christian Scientists to exempt their individuals from licensure did not pass. HB 88 and HCR 89 passed, both of which could have positive results for Chapter 30 Boards.



17

ASSOCIATION  
OF LICENSING  
BOARDS

Executive Director reported that members were provided with copies of the minutes of the meeting of this group held in February 2008. The next scheduled meeting is October 1, 2008 at the Charleston Marriott Hotel, following the Auditor's Office Annual Training Seminar.

18

FARB  
ATTORNEY  
CERTIFICATION

This meeting will be held in Colorado Springs, October 3 - 5, 2008. Cost of the meeting is approximately \$2,400.00 per attendee. A motion was made by Joan Smith that the Board approve the attendance of any staff or members who wish to attend the FARB Attorney Certification Meeting. Motion was seconded by Duane Napier. Motion carried.

19

CLEAR  
ANNUAL  
MEETING

This meeting will be held in Anchorage, AK, September 22- 27, 2008. Cost will be approximately \$2,050.00 per attendee. CLEAR Executive Leadership Training will be held on September 22 - 24, 2008. There will be an additional registration fee of \$425.00 for this training in addition to the extra nights in the hotel at approximately \$135.00 per night. A motion was made by Jean Yates that the Board approve the attendance of two individuals to attend the Clear Annual Meeting and/or the Executive Training. Motion was seconded by Duane Napier. Motion carried.

20

DEBORAH  
PERRY, LPN  
HRC  
COMPLAINT

Executive Director reported that Deborah Perry, LPN has filed a claim with the Human Rights Commission naming us and her employer. Our attorney with the Attorney General's Office responded on our behalf. The last information received from the HRC indicated that the Complaint would in all likelihood be dismissed, however we have not received anything in writing confirming that fact as of yet.

21

ADVANCED  
MEDICAL  
TRAINING  
INSTITUTE  
HOSPICARE

An article was provided to members of the Board which appeared in the Wall Street Journal featuring this program.

22

BOARD  
APPOINTMENTS

No additional information has been received from the Governor's Office.

23

RECESS  
OPEN MEETING

Catherine Vance, President, announced that "Chapter 6, Article 9A, Section 4(2)(B) of the Code of West Virginia provides for Executive Sessions to be held by governmental agencies to discuss any matter which, by express provisions of federal law or state statute or rule of court is rendered confidential, or which is not considered to be a public record within the meaning of the freedom of information act as set forth in article one, chapter twenty-nine-b of this code." Further, Catherine Vance announced that "Chapter 6 Article 9A Section 4(2)(A) of the Code of West Virginia provides for Executive Sessions to be held by governmental agencies to consider personnel matters. All motions arising from the discussion during the Executive Session shall be made and voted upon in an open meeting immediately following an executive session."

A motion was made by Joan Smith that in accordance with Chapter 6, Article 9A, Section 4(2)(B), that the Board recess and reconvene in an Executive Session for the purpose of discussing personnel matters. Motion was seconded by Vickie Bennett. Motion carried.

The regular meeting recessed at 10:45 a.m. in order to begin the Executive Session.

24

CALL TO ORDER  
EXECUTIVE SESSION

25

STAFF CONSIDERATIONS

26

ADJOURN EXECUTIVE  
SESSION

27

CALL TO ORDER  
REGULAR  
MEETING

The regular meeting reconvened at 11:45 a.m.

28

MOTIONS FROM EXECUTIVE SESSION

28A  
STAFF  
EVALUATIONS      Motion was made by Duane Napier that the Board accept the evaluations of Board staff as presented by the Executive Director. Motion was seconded by Jean Yates. Motion carried.

28B  
EXECUTIVE  
DIRECTOR  
EVALUATION  
EMPLOYMENT      Motion was made that the employment of the Executive Director be continued for the upcoming fiscal year. Motion was seconded by Jean Yates. Motion carried.

29  
MISCELLANEOUS

29A  
CANDIDACY FOR  
PRESIDENT OF  
NCSBN      Laura Rhodes, MSN, RN, is currently serving as Vice President of NCSBN and is running for the presidency, which will be decided at the NCSBN Annual Meeting. By acclamation, the Board members expressed the support of the LPN Board.

29B  
MILEAGE  
REIMBURSEMENT      Members were advised that the current reimbursement rate for reimbursement for state travel has been increased to 50.5 cents per mile.

29C  
PIMS  
INFORMATION  
EXTRACT      Data from all Executive Branch agencies will be extracted by the WV Office of Technology for their records. Information will be related to employee data.

29D  
JUNE  
2009 MEETING  
DATE      The Board Meeting will be as originally scheduled on June 17, 2009.

31  
ADJOURNMENT      President Catherine Vance adjourned the meeting at 11:50 am.

APPROVED BY:

PREPARED BY:

\_\_\_\_\_  
Joan Smith, Secretary      Date

\_\_\_\_\_  
Elsie S. Patterson, Admin. Asst.      Date