

ADMINISTRATIVE COMMITTEE MEETING
MINUTES – APRIL 26, 2005

Call to Order: Patricia Bourgeois, President called to order the meeting of the Louisiana State Board of Nursing Administrative Committee at 3:25 p.m. on Tuesday, April 26, 2005 at the Louisiana State Board of Nursing office located at 3510 N. Causeway Blvd., Suite 601, Metairie, Louisiana.

Roll Call: Board Members Present
Patricia Bourgeois, MSN, CNS, RN, President
Deborah Ford, MSN, RN, CNA, Vice President

Board Member Absent
Frankie Rosenthal, MSN, RN, CNS, CNA, Alternate Officer

Staff Present
Barbara Morvant, MN, RN, Executive Director
Cynthia Morris, MSN, RN, Assistant Executive Director (late arrival)
Sabrita Pierre, Accountant
Julie Comeaux, Executive Services Assistant

Note: According to the bylaws, the President serves as Chair for the Administrative Committee.

Motion: P. Bourgeois motioned to reorder the agenda.

Vote: P. Bourgeois-yes, D. Ford-yes

Motion carried

Agenda Item 4

Vice President's Report and Third Quarter Financial Report (January 1, 2005 – March 31, 2005)

The Committee reviewed the third quarter financial statement for the period of January 1, 2005 – March 31, 2005. Committee questioned Office/Misc. Expenditures. S. Pierre explained that this item included miscellaneous office equipment and capital equipment. B. Morvant directed S. Pierre to revise this report for the Board to include the details of this line item. Committee reviewed and discussed further.

Motion: by D. Ford, seconded, to accept the Vice President report.

Vote: P. Bourgeois-yes, D. Ford-yes

Motion carried

Agenda Item 7.1

Investment Options – Hibernia Investments

Representatives from Hibernia Bank entered the meeting to make presentation to the Committee on investment options.

Representatives present were David P. Blasini, CTP, Vice President Commercial Banking, Nicole Gilbert, Vice President Institutional Investment Sales, and Elizabeth E. Adler, Vice President Commercial Banking.

C. Morris entered the meeting at this time.

D. Blasini introduced himself and then introduced N. Gilbert to explain investment options.

N. Gilbert explained investment terms and investment options and distributed handouts explaining these options. (handout material on file)

E. Adler, introduced herself and explained her responsibilities would be to assist the Board in the purchase of a new building.

B. Morvant thanked the representatives of Hibernia Bank and explained that the Board will need to develop a policy on investments and that the investment amounts are pending approval of fee increase.

Agenda Item 3

Review of January 25, 2005 Minutes

The Committee reviewed the January 25, 2005 Administrative Committee Meeting minutes.

Motion: by D. Ford, seconded, that the Committee approves the minutes of the January 25, 2005 Administrative Committee meeting.

Vote: P. Bourgeois-yes, D. Ford-yes

Motioned carried

Agenda Item No. 5

Executive Director's Report – Third Quarter (January 1, 2005-March 31, 2005)

The Committee reviewed the Executive Director's Report for the period of January 1 – March 31, 2005.

Motion: by D. Ford, seconded, to accept the Executive Director's report for the third quarter (January 1, 2005-March 31, 2005).

Vote: P. Bourgeois-yes, D. Ford-yes

Motion carried

Agenda Item 6.1

Charge to the Compliance Committee to Review and Propose Increases in Disciplinary Fees, Summary of Action

B. Morvant presented copies of her accumulation of data from other State Boards of Nursing. Committee will review in more depth and discuss further at next meeting.

B. Morvant will continue to accumulate data on cost of disciplinary. She will also share what she has received with the other State Boards and ask for their review and further comments if any.

Committee discussed averaging cost as an option for sanctions, to alleviate staff from documentation of detailed time spent on individual cases.

Agenda Item 7.2
Strategic Plan

B. Morvant reported to the committee that staff has compiled the notes from the February 22-23, 2005 Strategic Planning meeting and she will continue to work on this plan and will have more information at the next committee meeting.

Agenda Item 7.3
Legislative Tracking Report

B. Morvant presented to the committee the LSBN Legislative Tracking Report as of April 26, 2005. She also presented with this report a copy of the Senate Bill 199 which provides for Louisiana to join the Nurse Licensure Compact and a copy of the Louisiana State Board of Nursing's Position Statement on Mutual Recognition.

Committee reviewed the report and discussed further.

Adjournment: The meeting adjourned at 4:45 p.m.

Submitted by: _____
Barbara L. Morvant, MN, RN, Executive Director

BLM:jcc