

ADMINISTRATIVE COMMITTEE MEETING

MINUTES – DECEMBER 3, 2002

Call to Order: Patsy McClanahan, President called to order the meeting of the Louisiana State Board of Nursing Administrative Committee at 8:15 p.m. on Tuesday, December 3, 2002, at the Louisiana State Board of Nursing office, 3510 N. Causeway Blvd., Suite 601, Metairie, Louisiana.

Roll Call: Board Members Present
Patsy McClanahan, MSN, RDMS, CNP, RN, President
Deborah Ford, MSN, RN, CAN, Vice President
Patricia Bourgeois, MSN, CNS, RN, Alternate Officer

Staff Present
Barbara Morvant, MN, RN, Executive Director
Sabrita Pierre, Accountant

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

Agenda Item 3.1

Proposed Budget Adjustments 2002-2003

The Committee reviewed the proposed budget adjustments for 2002-2003.

Motion: by D. Ford, seconded, that the Committee approve the budget adjustments for 2002-2003.

Vote: P. Bourgeois-yes, D. Ford-yes, P. McClanahan-yes
Motion carried

Agenda Item 3.2

Proposed 2003-2004 Budget

The Committee reviewed the proposed budget for 2003-2004.

Motion: by D. Ford, seconded, that the Committee approve the budget for 2003-2004.

Vote: P. Bourgeois-yes, D. Ford-yes, P. McClanahan-yes
Motion carried

Addition to Agenda

P. McClanahan moved to add two items to the agenda, No. 3.3 to report on Louisiana State Board of Nursing's request for public hearing on proposed rules submitted by the Emergency Medical Certification Commission (EMS), and No. 3.4 to make recommendation to take steps to investigate the purchase of property at 3000 34th Street.

Agenda Item No. 3.3

Report on Louisiana State Board of Nursing's request for public hearing on proposed rules submitted by the Emergency Medical Certification Commission (EMS)

B. Morvant reported to the Committee that she issued on the Board's behalf a request for public hearing on proposed rules submitted by the Emergency Medical Services Commission. The proposed rules were taken almost directly from the administrative code related to the nurse practice act. Of particular concern is the section pertaining to definition of terms. The terms utilize the terms as defined in the nurse practice act and the rules and regulations of the Board of Nursing with the substitution of 'EMS personnel' for 'nursing'.

The Administrative Committee agreed with the action of the Executive Director and requested that all Board members be notified and invited to attend that was available to give support at the public hearing.

Motion: by Deborah Ford, seconded, to accept the report and to support the action of the Executive Director to request a public hearing.

Vote: P. Bourgeois-yes, D. Ford-yes, P. McClanahan-yes
Motion carried

Agenda Item No. 3.4

Make recommendation to take steps to investigate the purchase of property at 3000 34th Street.

B. Morvant reported that in the process of considering lease space for a new lease, staff became aware of a building for sale in the area. The sale brochure was shared with the Committee. In order to move forward, the Board will need to grant approval with a resolution of intent for the Executive Director to take steps to fully investigate necessary actions to purchase property located at 3000 34th Street. Recommendations are to be reported to the Administrative Committee for evaluation and recommendation to full board.

Motion: by Patsy Bourgeois, seconded, to accept the report and authorize the Executive Director to take steps to fully investigate purchase of property

Vote: P. Bourgeois-yes, D. Ford-yes, P. McClanahan-yes
Motion carried

Adjournment: The meeting adjourned at 9:15 p.m.

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

BLM/jcc