

LOUISIANA STATE BOARD OF NURSING
5207 ESSEN LANE, SUITE 6
BATON ROUGE, LOUISIANA 70809

MINUTES OF THE SPECIAL CALL BOARD MEETING - OCTOBER 5, 2005

Call to Order: This Special Call Board Meeting of the Louisiana State Board of Nursing was called to order at 10:20 a.m. by Patricia Bourgeois, President, on Wednesday, October 5, 2005, at the Southeastern University School of Nursing, 4849 Essen Lane, Baton Rouge, Louisiana.

Roll Call: The following members were in attendance:
Patricia Bourgeois, MSN, CNS, RN, President
Deborah A. Ford, MSN, RN, CNA, Vice-President
Frankie Rosenthal, MSN, RN, CNS, CNA, Alternate Officer
Tommie J. Ashby, RN, MSN
James E. Harper, RN, MSN, CFNP
Nora F. Steele, DNS, RN, C, PNP
Michelle T. Oswald, CRNA
Gail M. Poirrier, RN, DNS

The following board members were not in attendance:
Deborah D. Olds, RN
Alan J. Ostrowe, MD, Ex-Officio Member
William St. John LaCorte, MD, Ex-Officio Member

The following staff members were in attendance:
Barbara L. Morvant, MN, RN, Executive Director
Cynthia D. Morris, MSN, APRN, Assistant Executive Director
Sheri Morris, Board Attorney
Julie C. Comeaux, Executive Services Assistant
Suzanne Armand, Court Reporter

Introduction: President P. Bourgeois established that a quorum of the Board was present.

Opening Prayer: The meeting opened with a prayer by F. Rosenthal.

EXECUTIVE DIRECTOR'S REPORT:

B. Morvant reported that on August 29, 2005, Hurricane Katrina struck the New Orleans area, leaving the office with major wind damage and inaccessible to the Board and Board staff evacuated throughout the state and to various other states. On August 31, 2005, the journey was begun to establish temporary office space so that essential services could resume during this critical time. Wade Show's office, particularly Sheri Morris, was instrumental in providing space and telephones to begin finding Board members, staff and office space. The governor's office and the Department of Health and Hospitals were notified that the Louisiana State Board of Nursing could be reached through their office.

On August 30, 2005, the process began of looking at office space, and finding staff. Since many of the displaced RNs were attempting to be employed there was a critical need to verify Louisiana RNs licenses' for employment. The Louisiana Nurses Association was able to provide essential administrative support. With a copy of the Louisiana State Board of Nursing roster along with data retrieved from National Council of State Boards of Nursing regarding past disciplinary action and NCLEX-RN candidates results, the Board was able to verify RN licenses to employers. Ms. Morris, Ms. Elliott and B. Morvant worked through Labor Day weekend to verify licenses and contacting staff unable to return to

work.

It was further reported that Carl Nagin, Information Specialist and Sabrita Pierre, Accountant were called to return to work to assist with building the Baton Rouge space. Office space was secured at 5207 Essen Lane beginning on September 12, 2005 and available staff moved in the following week. Throughout the period from September 2nd until September 30th, 10-13 staff members were available for assignment. Additional services were rapidly brought on, i.e. licensing of new graduates, receiving complaints and monitoring compliance individuals. The data base went on line again during the last week in September. Carl Nagin worked continuously and very long hours and he completed the complicated task of rescuing data tapes, securing new hardware and building a new fire wall.

At present, all staff has been heard from. B. Morvant, as appointing authority, instituted the state recommendation to place staff on special leave through September 30, 2005. Staff who actually worked was additionally paid for actual work time. The decision was made that on October 1, 2005, the Essen Lane office would be the official domicile and staff would need to return to work.

At this time, 21 staff members have reported for duty at the Essen campus. One staff member reported prior to October 1, 2005 and is now on maternity leave. Other staff has requested the additional two week time off and may or may not return. There have been two resignations and one resignation contingent on the office remaining in Baton Rouge.

It was recommended by B. Morvant to commend the Louisiana State Nurses Association for its support of the Board.

To approve special leave pay and actual work hour pay for the Executive Director and the Assistant Executive Director consistent with the policy for compensation for classified employees.

Cancel the October Committee meeting dates.

Discussion was had concerning the recommendations.

Motion: by D. Ford, seconded, to commend the Louisiana Nurses Association for their support of the State Board of Nursing.

Voice Vote: Ashby-yes; Bourgeois-yes; Ford-yes; Harper-yes; Oswald-yes; Poirrier-yes; Rosenthal-yes; Steele-yes
Motion Carried

Motion: by D. Ford, seconded, to approve special leave pay and actual work hours pay for the Executive Director and the Assistant Executive Director consistent with the policy for compensation to classified employees.

Voice Vote: Ashby-yes; Bourgeois-yes; Ford-yes; Harper-yes; Oswald-yes; Poirrier-yes; Rosenthal-yes; Steele-yes
Motion Carried

Motion: by D. Ford, seconded, to cancel the October committee meeting dates.

Voice Vote: Ashby-yes; Bourgeois-yes; Ford-yes; Harper-yes; Oswald-yes; Poirrier-yes; Rosenthal-yes; Steele-yes
Motion Carried

KATRINA RELATED BUSINESS

AGENDA ITEM 4.1:**RATIFY EXECUTIVE DIRECTOR'S ACTIONS TO SECURE OFFICE SPACE AND DESIGNATE AS DOMICILE AS OF OCTOBER 3RD**

Due to Hurricane Katrina, the office building in Metairie sustained major roof damage which resulted in water damage from the roof. The suites were substantially untouched except for roof water damage in two of the offices. However, the Division of Administration has notified the Board that no state employees are to enter the building until such a time as the state certifies reentry.

Because of the dire circumstances, the Department of Health and Hospitals Office of Contractual Review approved a contract between the Board and the Louisiana State Nurses Association for provision of a turnkey administrative support for the month of September beginning September 2, 2005.

Recognizing the need for larger space in order to restore essential services, office space was obtained at 5207 Essen Lane, Suite 6, Baton Rouge. Office of Facility Planning approved an emergency lease for agencies displaced by Hurricane Katrina. A six month lease was able to be secured with the option to extend for three month periods up until two years.

This will have a fiscal impact of \$3000.00 to LSNA and twenty-two thousand, two hundred forty-two dollars and 72/100 (\$22,242.72) dollars in six equal installments of three thousand, seven hundred seven dollars and 12/100 (\$3,707.12) for the lease rental of the Baton Rouge location.

B. Morvant reported that there should be some financial reimbursement through business interruption insurance and/or FEMA.

A discussion was had regarding the matter.

Motion:

by T. Ashby, seconded, to ratify action by the Executive Director to secure temporary administrative services during the month of September through the Louisiana State Nurses Association and ratify action by the Executive Director to secure temporary office space at 5207 Essen Lane and to designate as the official domicile as of October 3, 2005.

Voice Vote: Ashby-yes; Bourgeois-yes; Ford-yes; Harper-yes; Oswalt-yes; Poirrier-yes; Rosenthal-yes; Steele-yes
Motion Carried

AGENDA ITEM 4.2:**RATIFY STAFF ACTION TO ESTABLISH A DISASTER PERMIT THROUGH OCTOBER 25, 2005**

The Governor issued an Executive Order No. KBB 2005-26 on September 2, 2005 suspending the Louisiana State licensure laws, rules and regulations for medical professionals and personnel from the other states offering medical services in Louisiana to those needing medical services as a result of this disaster providing that said out-of-state medical professionals and personnel possess current state medical licenses in good standing in their respective states of licensure and that they practice in good faith and within the reasonable scope of his or her skills, training or ability. Such order required submission of proof of licensure in another state and picture ID to the state health officer.

On September 12th, the Governor issued an Executive Order No. KBB-2005-33, which extended the conditions of Executive Order KBB-2005-26 to include out of country medical personnel.

On September 23, the Governor issued an Executive Order No. KBB-2005-47, which extend Executive Order No. KBB-2005-33 until October 25, 2005, and includes submission of proof of licensure to the state health officer or the appropriate licensing authority.

Board staff agreed to issue a disaster permit based on submission of proof of licensure and picture ID. Disaster list is at website. No hard copy is issued. After receiving contact information, at a later date an endorsement packet will be sent for those planning to work in Louisiana after October 25, 2005.

Discussion followed regarding the matter.

Motion: by N. Steele, seconded, to ratify staff action to issue a disaster permit valid from the date of issuance until October 25, 2005.

Voice Vote: Ashby-yes; Bourgeois-yes; Ford-yes; Harper-yes; Oswald-yes; Poirrier-yes; Rosenthal-yes; Steele-yes
Motion Carried

AGENDA ITEM 4.3:

APPROVE PROPOSAL TO POSTPONE RENEWALS UNTIL JUNE 30TH AND WAIVE 2005 CONTINUING EDUCATION REQUIREMENTS FOR RNS

The proposal was originally written to extend the renewals until March 31st. B. Morvant stated that the Board can actually do either date.

Approximately 13,000 RN were residing in the metropolitan New Orleans area. It is projected that the vast majority of these individuals were impacted by Hurricane Katrina and the Board does not know where they are. In addition, Hurricane Rita displaced nurses from the southwest area of the state.

A fee increase was instituted which went into effect in August. Since there was no Board meeting in September, most nurses have not received notice of the fee increase. Another factor to consider is that there is limited staff to handle the volume of work which comes along with renewals.

The fiscal office was contacted and they were more comfortable with postponing it for 90 days, but are opposed to anything which would decrease revenue generation to the state.

A lengthy discussion followed regarding the recommendation.

Motion: by N. Steele, seconded, that Louisiana nurses be required to renew licenses on line and the proposed emergency rules be adopted postponing license renewal until March 31, 2006, and furthermore, that the 2005 continuing education requirements be waived.

Discussion ensued regarding the motion.

The vote was called by G. Poirrier.

Voice Vote: Ashby-no; Bourgeois-no; Ford-no; Harper-yes; Oswald-no; Poirrier-yes; Rosenthal-no; Steele-yes
Motion Failed

Discussion followed.

Motion: by J. Harper, seconded, approve the emergency rules to extend the annual licensure date and postpone licensure renewals until March 31, 2006 and waive 2005 continuing education requirements for RNs and APRNs.

Voice Vote: Ashby-yes; Bourgeois-yes; Ford-yes; Harper-yes; Oswalt-yes; Poirrier-yes; Rosenthal-yes; Steele-yes
Motion Carried

AGENDA ITEM 4.4:

APPROVE EXTENSION OF THE ANNUAL SCHOOL REPORT SUBMISSION DATES

The six (6) programs in the New Orleans area do not have access to their data and are yet to determine their ability to retrieve the same. McNeese in Lake Charles is in a holding, restart mode and will need time to initiate their regular activity and assemble data. All other programs may or may not have been impacted. Many have absorbed additional students who were displaced and should be permitted extended time to enable them to report accurate data.

Discussion ensued regarding the recommendation.

Motion by J. Harper, seconded, to approve extension of the deadline for annual reports from programs in nursing as follows:

The six (6) programs in the New Orleans area: Delgado/Charity, Dillard University, Loyola University, LSU-HSC, Our Lady of the Holy Cross, and William Carey and McNeese State University in Lake Charles, be granted an extension in time for submission of their respective Annual Reports to February 15, 2006. For all other programs, the deadline is to be extended to December 15, 2005.

Voice Vote: Ashby-yes; Bourgeois-yes; Ford-yes; Harper-yes; Oswalt-yes; Poirrier-yes; Rosenthal-yes; Steele-yes
Motion Carried

AGENDA ITEM 5:

DISCUSSION REGARDING FUTURE LOCATION OF BOARD OFFICE

B. Morvant reported that the Board staff needs direction as to where the permanent office of the Board should be located.

A lengthy discussion was had at this time regarding the future location of Board office.

Motion: by G. Poirrier, seconded, that the Louisiana State Board of Nursing move its permanent location to Baton Rouge, Louisiana by June 2008, during which time that the Board staff seek alternate options for running the Board's operations at the optimal.

Voice Vote: Ashby-yes; Bourgeois-yes; Ford-yes; Harper-yes; Oswalt-yes; Poirrier-yes; Rosenthal-yes; Steele-yes
Motion Carried

ADJOURNMENT:

The meeting adjourned at 3:00 p.m.

PATRICIA BOURGEOIS, PRESIDENT

LOUISIANA STATE BOARD OF NURSING