

**LOUISIANA STATE BOARD OF NURSING
17373 PERKINS ROAD
BATON ROUGE, LOUISIANA 70810**

MINUTES OF THE OCTOBER 10, 2024 BOARD MEETING

Call to Order: The regular meeting of the Louisiana State Board of Nursing was called to order at 10:15 a.m. by Tracey Moffatt, President, and Presiding Officer, on Thursday, October 10, 2024, at the Louisiana State Board of Nursing, 17373 Perkins Road, Baton Rouge, Louisiana 70810.

Roll Call: The following Board members were in attendance:
Tracey Moffatt, MHA, BSN, RN, President, and Presiding Officer
Jennifer Manning, DNS, APRN, CNS, CNE, Vice President
Jennifer Couvillon, PhD, RN-BC, CNE
Michelle Collins, Ph.D., CNM, RNC-EFM, FACNM, FAAN, FNAP
Frederick Pinkney, EdD
Denise Bottcher
Mimi Primeaux, MS, BSN, CRNA
Deborah Spann, MSN, RN-BC, CEN, FAEN
Amie Bulliard, MSN, RN, CPHQ

The following Board members were not in attendance:
Teresita McNabb, RN, MHA
Wendi Palermo, PhD, RN

The following staff members were in attendance:
Karen C. Lyon, PhD, MBA, APRN-CNS_{BC}, NEA_{BC}, Executive Director/CEO
Isonel Brown, MS, MBA, Chief Administrative Officer
Lauren Papillion, JD, Chief Regulatory Officer
Monique Calmes, DNP, APRN, FNP_C, Chief Credentialing Officer
Alicia Edmond Wheeler, JD, Executive Counsel
Donald Bowman, JD, Director of Hearings/Prosecuting Attorney
Whitney Sullivan, APRN, Compliance Officer
Carl Nagin, BSCS, Technology Manager
Chancelor Fontenot, MSN, RN, RN Program Consultant
Ashanta Camper, Executive Assistant
Scott Bonnette, IT
Suzanne C. Armand, CCR, CVR, Court Reporter (virtually)

Ms. Moffatt introduced Amie Bulliard as the newest Board member. Ms. Bulliard gave a brief history of her nursing career and clinical background.

Adoption of the Agenda

Motion: by J. Couvillon, seconded, to accept the agenda as presented.

There being no nays or abstentions, the motion carried.

Approval of the Minutes:

Motion: by F. Pinkney, seconded, to approve the minutes from the August 8, 2024 Board meeting.

There being no nays or abstentions, the motion carried.

1. Consent Agenda Motions

- a. LSBN Staff Program Status Report
 - i. NCLEX Reports
- b. Education Announcements
 - i. Liberty University
 - ii. Louisiana Christian University
 - iii. Dillard University
 - iv. Sowela Technical Community College

Motion: by J. Couvillon, seconded, to accept the Consent Agenda Motions.

There being no nays or abstentions, the motion carried.

2. Division Reports

Agenda Item 2.a

Division of Nursing Practice

Agenda Item 2.a.i

Chief Credentialing Officer – Monique Calmes

Dr. Calmes reported that the Nursing Division has been busy with renewal. They have almost 1600 renewals thus far.

The Nursing Division is making a change to their criminal background check process at the request of state police who are changing their process for all agencies that process criminal background checks. The Nursing Division has requested assistance from ORBS (Optimal Regulatory Board System), their IT team that is responsible for their electronic system used for processing their applications, which now must be reconfigured. They will share instructions and information from the state police as they receive it.

Dr. Lyon stated they the state police want to be done with this process by the end of the year.

Dr. Calmes was available for questions.

Agenda Item 2.a.i.1

Petition for rule change to LAC 46:XLVII.3707(B)(5) Peripherally Inserted Central Catheter (PICC) Insertion and Removal

Summary/Background was presented by Dr. Calmes.

Ms. Janine Ruel Juneau, RN, CRNI, petitioner, was present to provide information and to answer questions from the Board.

The following were present in support of the rule change:

Carol Gonzales, RN, Retired CRNI
Carla Dillard, RN, Chief Nursing Officer for Dynamic Access
Rosalie Barker, RN, Ochsner Health

Discussion ensued.

Dr. Calmes stated Staff's recommendations are based on relevant laws, previous practice opinions/rules, a literature review and standard of practice guidelines.

Ms. Spann stated she needs more information before she can vote on the petition.

Motion: by D. Spann, seconded, At this time, the Board deny the petition for rule change to LAC 46:XLVII.3707(B)(5) based on insufficient studies regarding Peripherally Inserted Central Catheter (PICC) Insertion and Removal

Voice Vote: D. Bottcher-yes; A. Bulliard-yes; M. Collins-yes; J. Couvillon-yes; J. Manning-yes; T. Moffatt-yes; F. Pinkney-yes; M. Primeaux-yes; D. Spann-yes

Motion Carried

Motion: by D. Spann, second, that the Board establish a task force to work further on this matter in determining the outcome.

Dr. Lyon asked for clarification whether the Board desires the task force be made up of Board members or staff or of both and/or a task force including public members who have an interest.

The Board indicated the task force be made up of Board members, staff, and the public.

Revised

Motion: by D. Spann, seconded, to appoint a task force to investigate rule changes regarding 3707(B)(5) Peripherally Inserted Central Catheter (PICC) Insertion and Removal composed of Board members, Board staff and the public members who brought the practice opinion change forward to the Board.

Voice Vote: D. Bottcher-yes; A. Bulliard-yes; M. Collins-yes; J. Couvillon-yes; J. Manning-yes; T. Moffatt-yes; F. Pinkney-yes; M. Primeaux-yes; D. Spann-yes

Motion Carried

(Break)

(Ms. Moffatt called the meeting back to order)

Agenda Item 2.a.ii

Education and Examination – Chancellor Fontenot

Agenda Item 2.a.ii.1

Probationary Status Report

Agenda Item 2.a.ii.1.a

Herzing University School of Nursing Probationary Status Report

Summary/Background presented by Mr. Fontenot – recommended acceptance

Dr. Sonia Fanguy-Clark, Program Chair, Herzing University School of Nursing New Orleans, was present to provide information and answer questions from the Board.

Motion: by J. Couvillon, seconded, that the Board accepts Herzing University’s report and action plan regarding the probationary status of the Baccalaureate of Science in Nursing education degree program.

There being no nays or abstentions, the motion carried.

Agenda Item 2.a.ii.2

Major Substantive Change

Agenda Item 2.a.ii.2.a

Substantive Change Notification for Dillard University

Summary/Background presented by Mr. Fontenot – recommended acceptance

Motion: by J. Couvillon, seconded, that the Board approve the substantive change request from Dillard University for notifying the LSBN staff that ACEN accepted their notification of a change in approval status with the Southern Association of Colleges and Schools Commission on Colleges.

There being no nays or abstentions, the motion carried.

Agenda Item 2.a.ii.2.b

Substantive Change Notification for University of Louisiana Monroe

Summary/Background presented by Mr. Fontenot – recommended acceptance

Motion: by M. Collins, seconded, that the Board approve the substantive change request from the Kitty Degree School of Nursing at the University of Louisiana Monroe for naming Dr. Sandy Bailey returning to the Associate Director for the BSN program.

There being no nays or abstentions, the motion carried.

Agenda Item 2.a.ii.2.c

Substantive Change Notification for LSU Health Sciences Center - New Orleans School of Nursing

Summary/Background presented by Mr. Fontenot – recommended acceptance

Motion: by D. Spann, seconded, that the Board approve the substantive change request from Louisiana State University Health Sciences Center – New Orleans School of Nursing for naming Dr. Kimberly Shmina, the Associate Dean for Professional Practice, Community Service, and Advanced Practice Nursing. Dr. Mary Dioise Ramos named as the Associate Dean for Nursing Research, Scholarship and Science. Ms. Gwendolyn Stewart-Woods named as the Director of the Bachelor of Science in Nursing RN to BSN concentration.

There being no nays or abstentions, the motion carried.

Agenda Item 2.a.ii.2.d

Substantive Change Notification for LSU Health Sciences Center – New Orleans School of Nursing for Doctor of Nursing Practice Program

Summary/Background presented by Mr. Fontenot – recommended approval

Dr. Lyon inquired as to whether creating the DNP rather than a PhD or an EdD will attract more educators than faculty for the Board to pull from to increase the faculty and was this part of their discussion.

Dr. Manning stated that she was not part of all the discussions, but she will bring in more options so those who want that type of degree will have that option. They have the PhD program as well.

Motion: by D. Bottler, seconded, that the Board approve the substantive change request from Louisiana State University Health Sciences Center – New Orleans School of Nursing for adding a post-masters Doctor of Nursing Practice (DNP) program for the Nurse Educator pathway beginning in the fall 2025 semester.

There being no nays or abstentions, the motion carried.

Agenda Item 2.a.ii.2.e

Substantive Change Notification for Louisiana Christian University

Summary/Background presented by Mr. Fontenot – recommended approval

Motion: by J. Couvillon, seconded, that the Board approve the substantive change request from Louisiana Christian University notifying the LSBN that their turnover of full-time faculty is more than 25%.

In response to a question by Dr. Pinkney, Dr. Lyon stated that Dr. Tomieka Luckett, the previous dean, remained on the faculty there. Dr. Amelia Davis, the new appointed Dean, will be taking over as the chief nurse administrator for Louisiana Christian University's new BSN program.

There being no nays, no abstentions, the motion carried.

Agenda Item 2.a.ii.2.f

Substantive Change Notification for Louisiana Delta Community College

Summary/Background presented by Mr. Fontenot – recommended approval

Dr. Manning stated that there were no credentials of Jessica Beard as Chief Nursing Administrator noted.

Mr. Fontenot stated that Jessica Beard's credentials are MSN, APRN, FNPC and will be added.

Motion: by J. Couvillon, seconded, that the Board approve the substantive change request from Louisiana Delta Community College appointing Mrs. Kimberly Theodos, JD as the Dean of Nursing and Allied Health and appointing Jessica Beard as the Chief Nurse Administrator.

There being no nays, no abstentions, the motion carried.

Agenda Item 2.a.ii.3

Out of State Clinical Approvals

Agenda Item 2.a.ii.3.a

Emory University's Request for Undergraduate Clinical Experience in Louisiana

Summary/Background presented by Mr. Fontenot - recommended approval.

Dr. Collins inquired if they would have a clinical faculty hired locally that will manage the clinical groups and be on site. Mr. Chance responded that they would. Dr. Lyon stated that it is the Board's requirement that that be the case.

Ms. Moffatt asked about clinical placement. Mr. Fontenot stated that in Emory's proposal it was Our Lady of the Lake and one other that agreed to accept.

Motion: by J. Manning, seconded, that the Board approve the request from The Emory University Nell Hodgson Woodruff School of Nursing to offer clinical experiences until October 9, 2027 for the following role/population:

Distance Accelerated Bachelor of Science in Nursing

There being no nays or abstentions, the motion carried.

Agenda Item 2.a.ii.3.b

Graceland University's Request for Graduate Clinical Experience in Louisiana

Summary/Background presented by Mr. Fontenot - recommended approval.

Motion: by J. Manning, that the Board approve the request from Graceland University School of Nursing to offer clinical experiences in Louisiana until October 9, 2027 for the following concentrations:

MSN – Family Nurse Practitioner (FNP)
MSN – Adult Gerontology and Acute Care Nurse Practitioner (AGACNP)
MSN – Psychiatric Mental Health Nurse Practitioner (PMHNP)
PGCT – FNP, AGACNP, PMHNP
DNP

There being no nays or abstentions, the motion carried.

Agenda Item 2.a.iii.3.c

Maryville University's Request for Graduate Clinical Experience in Louisiana

Summary/Background presented by Mr. Fontenot - recommended approval.

Motion: by D. Bottcher seconded, that the Board approve the request from Maryville University School of Nursing to offer clinical experiences in Louisiana until October 9, 2027 for the following concentrations:

MSN: Family Nurse Practitioner
BSN – DNP: Family Nurse Practitioner
PMC: Family Nurse Practitioner

There being no nays or abstentions, the motion carried.

Dr. Lyon requested a point of privilege to which Ms. Moffatt granted.

Dr. Lyon shared an email she received from Cheri Johnson, Executive Vice President, and Chief Nursing Officer Women's Hospital, in response to a problem that Dr. Lyon and Dr. Calmes was able to assist with. Dr. Lyon read the email into the record as follows:

“Thank you both for working with me on this issue. As a Chief Nursing Officer, it's very helpful to me and the public that we serve with you to have your assistance. The entire team at the State Board is so responsive. “

Agenda Item 2.b

Compliance Division

Agenda Item 2.b.1

Chief Regulatory Officer – Lauren Papillion

Ms. Papillion stated that at the August Board meeting she reported that staff had worked extremely hard to try to close all the old cases; however, they were not quite able to get there. They appreciated the Board's positive words, encouragement, and acknowledgement of how hard they had worked. Since then, they have closed all the 2020 and 2021 cases. They do have one 2021 Priority 1 case, which is approved to be out of compliance. Presently, there are only 2023 and 2024 cases being worked.

At the August Board meeting, Ms. Papillion had reported that in December of 2023 they had 100 open cases from the prior year. Now, in October 2024, they have 121 open cases from 2023. They are hoping to get those cases closed by the end of the year.

They have 28 open Priority 1 cases presently.

For Priority 2, they have 60 open cases. Only one of those was still under investigation at the end of September and has since been closed.

For Priority 3, there are 58 cases. Only 3 of those are still under investigation and out of compliance.

Priority 4 cases, they have 27 that are still under investigation and out of compliance.

Ms. Moffatt commented that they are doing a phenomenal job.

Ms. Papillion was available for questions.

Agenda Item 2.c.
Division Administration

Agenda Item 2.c.i
Chief Administrative Officer - Isonel Brown

Agenda Item 2.c.i.1
LSBN FY2024 Financial Audit Report

Background/Summary presented by Ms. Brown.

Ms. Brown reported that they received a clean financial audit again this year. Report attached.

Ms. Moffatt congratulated Ms. Brown for a successful audit.

Motion: Dr. J. Couvillon, seconded, to accept the FY2024 Financial Audit Report.

There being no nays or abstentions, the motion carried.

Ms. Brown stated that they have completed their Civil Service HR Audit, which was in September. They have not received the final written report.

All staff have been evaluated and received their PES (Performance Evaluation System) evaluations and have completed the planning process, which is going through December. Civil Service is doing a new type of evaluation starting January 1 and Ms. Brown will have to come back and do reevaluations again. They are changing from a fiscal year to a calendar year and changing from PES to a CPMS, (Continuance Performance Management System). They will be transitioning everything at the end of this fiscal year under the leadership and guidance of the State Civil Service.

They are currently, in October, in open enrollment for benefits for all employees. They can make new elections and changes to their benefits.

On November 7, they will have an active shooter training here in the building for staff as part of their safety program. That, too, will be conducted by the Attorney General's office. LSBN will be closed to the public from 9:00 a.m. to 1:00 p.m. during the training.

LSBN is also closed on November 5th for election day and Veterans' Day November 11th.

Ms. Brown stated that everyone should have received an email yesterday reminding the Board of the annual training courses that are due on or before December 31st relative to ethics and sexual harassment.

Ms. Brown updated the Board on the Strategic Plan.

Ms. Brown was available for questions.

Ms. Moffatt congratulated Ms. Brown on a successful audit.

Agenda Item 2.d
Division of Legal Affairs

Agenda Item 2.e
Chief Legal Officer

Agenda Item 2.e.1
Office of Executive Counsel - Alicia Wheeler

Ms. Wheeler stated she had three items for the Board which stem from the 2024 Legislative Session.

On September 26th, Dr. Calmes and Ms. Wheeler attended the House Select Committee on Homeland Security's meeting at the Legislature. One of the resolutions was to have that committee called to learn from various state agencies the successes and failures of their COVID 19 pandemic actions that were taken during that period. LSBN was able to report on what they did correctly. As a testament to operations and staff, their paperless system, and technology, they were able to keep the Board running and ensure their regulatory duties were continuous during that period because of what the staff does daily.

The second item was House Resolution 207, which directed the Louisiana Department of Health to study and make recommendations on how to reduce the number of licensing boards for health

professionals. They received a request from LDH to provide them with a report regarding information regarding the Board members' terms, their purpose, minutes from the Board's last meeting, copies of audit reports and 3 years' worth of financial statements. The information was compiled and submitted to LDH. They also submitted a request to LDH to be able to have a voice and offer input in any meetings going forward regarding the study.

Ms. Wheeler was available for questions from Board members.

Ms. Wheeler reported on Act 192, which requires all agencies to complete a review of the sufficient number of rules each year to ensure that all the agency's rules and regulations are reviewed within 5 years. LSBN has 92 rules, and they will begin that process by reviewing Chapters 31, 33 and 35 of the Administrative Code Rules. The Legislature is going to require LSBN to submit a report on their progress each year on how many rules were reviewed. And based on that review they will make suggestions for changes and make those suggestions in the form of a recommendation to the Board for approval.

Ms. Wheeler answered questions from Board members.

Discussion ensued regarding the rule review.

Ms. Wheeler stated they are not looking to change the Nurse Practice Act but are making sure what they have complied with in the Practice Act.

Ms. Wheeler reported they had their first Board training today on Open Meetings, which was discussed at the last Board meeting. There is still another training that is available, which is Public Records and could be done at the Board's discretion.

Ms. Moffatt stated that she would recommend that they proceed with the Public Record's training at the December Board meeting.

Ms. Moffatt asked the Board whether they would want any future training to which the Board expressed an interest in going forward with additional training.

Ms. Wheeler stated that on the Rule Review, she would like to add the five year review to the Strategic Plan. This would require a motion to amend the Strategic Plan to add that under Objective C, Enhance Operational Efficiency and Effectiveness.

Motion: by J. Manning, seconded, to add the five-year rule review to the Strategic Plan under Objective C.

There being no nays or abstentions, the motion carried.

On the promulgation of Revisions to Rules 3535 and 4305, Ms. Wheeler reported they had an issue with the distribution of their original Notice of Intent. This was discovered under their second report to the Legislature. They also discovered in their attempts to do their final promulgation, that 3535, despite the way it was submitted, was incorrectly published. They had to go back and republish the rules. They set a

new deadline for comments and requests for hearing and the deadline is today. They have not received anything so they will proceed to submit a second Legislative Oversight Report, which is a precursor to . There will be a 30-day period for their Legislative Oversight Committee to determine whether they need a hearing. From there, they will move with publishing for final promulgation. Ms. Wheeler stated if there is no request for a hearing, by December or January they would proceed with publication.

Discussion ensued.

Ms. Wheeler was available for questions.

Ms. Moffatt stated Ms. Wheeler has been a great addition to this team.

(Break)

(Ms. Moffatt called the meeting back to order)

Agenda Item 3
Office of the Executive Director/CEO

Agenda Item 3.a
Report from President Moffatt and Vice President Manning on 2024 Annual Meeting: Discussion only

Ms. Moffatt and Dr. Manning reported on the 2024 National Council of State Boards of Nursing 2024 Annual Meeting in August.

Discussion followed.

Agenda Item 3.b
NLC State Affairs Update

Dr. Lyon gave an update on the NLC State Affairs for the Board's information. PowerPoint by Nicole Livanos, Director of State Affairs, is attached.

Agenda Item 3.c
CORE Logic Model

Dr. Lyon reported that the CORE (Council on Regulatory Excellence) Logic Model came out in 2012 from Joey Ridenour, Executive Officer for Arizona State Board of Nursing. They are looking to gather information on practice, education, licensure, and discipline from which the consumer receives competent care. LSBN is going to be sending information to develop an updated CORE Logic Model for the Council on Regulatory Excellence. 2012 Logic Model Attached.

Agenda Item 3.d
Proposed 2025 Calendar for Hearing and Meetings: Discussion Only

Dr. Lyon presented the 2025 Calendar for Hearings and Meetings to the Board. The Board will vote at the December meeting on the 2025 meeting dates.

Discussion ensued.

Dr. Lyon requested that Dr. Victoria Priola, who does a wonderful presentation on Reimagining Discipline, come to the LSBN for a day of training.

Discussion ensued regarding the possible dates for the day of training.

Dr. Lyon reported that since Dr. Kindall had to stay 8 months longer than his appointed time before his replacement was named, the Vice President, Ms. Moffatt, now becomes the President; the Alternate Officer, Dr. Manning, now becomes the Vice President, and now there is an opening for the Alternate Officer until December 31st. Because two Board members are not present, Dr. Lyon requested that the election for the 2025 officers be moved to December when all Board members are present.

Dr. Lyon sent out an inquiry regarding BSN Exceptions. This will remain open until November 16th. To date, they have received 34 responses from the 60 plus jurisdictions. Of the 56% percent, 19 of them do allow exceptions. This information will be put together in a full report for the December Board meeting.

Ms. Moffatt expressed her appreciation on the feedback from Dr. Lyon on this issue.

4 Reports

Agenda Item 4.a

Report of the President

Ms. Moffatt stated that after returning from the National Council State Boards of Nursing, she reflected on some of the incredible accomplishments of the Board in her 7 years as a Board member. Ms. Moffatt requested that Board members reflect on their time on the Board and what they feel are some of the most significant changes and work that they have accomplished.

Agenda Item 4.b

Report of the Vice President

Agenda Item 4.c

Report of the Executive Director

Dr. Lyon commented on Florida Senate Bill 1600 that went into effect in Florida.

Motion: by F. Pinkney, seconded, to approve the Reports of the President, Vice President, and the Executive Director/CEO.

There being no nays or abstentions, the motion carried.

5. Professional Development

A day of training is being discussed with Dr. Victoria Priola being invited to come to the Board for a day of training regarding Reimaging Discipline. Date to be determined.

6. Strategic Plan

Ms. Browns' Strategic Plan update was discussed under Agenda Item 2.3.1

7. National Council State Boards of Nursing

Nothing presented.

8. Public Comments

Ms. Kristine Stout with Sowela Technical College was present remotely requesting information regarding background checks for upcoming cohorts that they will be admitting and if anything was changing with the process.

Dr. Calmes and Brown addressed Ms. Stout's questions, stating that they will be rolling out LSBN's own process regarding background checks and their goal is to have it done by the end of the year and will try to time their rollout with Sowela's.

Ms. Stout stated they will be submitting their documents around November 1st for their new cohort coming in in January. They are going through applications, seeing who is eligible and informing them about the fingerprint cards.

Dr. Calmes asked Ms. Stout to be their pilot program, to which Ms. Stout agreed.

Before going into Executive Session, Ms. Moffatt commented that in the Health Care Journal of New Orleans, there was an article "Mothers at Risk," written by Dr. Collins.

Ms. Spann reported that to reduce morbidity and mortality due to obstetrical emergencies in Louisiana, Dr. Veronica Gillispie-Bell is leading up the Perinatal Quality Collaborative. There was a donation of over 100 mannequins that will be sent out to freestanding birth centers and birthing hospitals that do not have simulator mannequins, emergency departments, especially small rural, and EMS agencies and also the Louisiana Emergency Response Network. They will have training modules.

9. Executive Session

There was no action to bring before the Board in Executive Session.

ADJOURNMENT:

Board Meeting was adjourned.

Motion: by F. Pinkney, seconded, to adjourn.

There being no nays or abstentions, the motion carried.

The meeting was adjourned at 2:03 p.m.



**T. MOFFATT, PRESIDENT, and PRESIDING OFFICER
LOUISIANA STATE BOARD OF NURSING**