NORTH CAROLINA BOARD OF NURSING
REGULAR BOARD MEETING
September 18, 2020
MINUTES

Time and Place of Meeting
A regular meeting of the North Carolina Board of Nursing was held by teleconference on September 18, 2020. Meeting convened at 9:05 a.m.

Presiding
Martha Ann Harrell, Public Member

Members Present
Pam Edwards, RN
Lisa Hallman, RN
Racquel Ingram, RN
Becky Ezell, RN
Sharon Moore, RN
Arlene Imes, LPN
Ann Marie Milner, RN
Andrea Jeppson, LPN
Lynetta Howard, RN
Tom Minowicz, Public Member
Lori Lewis, LPN
Glenda Parker, RN

Staff Present
Julia George, Chief Executive Officer
Gayle Bellamy, Chief Financial Officer
Angela Ellis, Chief Administrative Officer
Amy Fitzhugh, Chief Legal Officer
Chandra Graves, Executive Assistant

Ethics Awareness and Conflict of Interest
Ethics Awareness and Conflict of Interest Statement was read. No conflicts were identified

Consent Agenda
The Consent Agenda be approved as presented.

MOTION: That the Consent Agenda be approved as presented. Edwards/Passed.

The following items were accepted/approved by adoption of the Consent Agenda:
- Minutes of May 21, 2020 (Board Meeting)
- Minutes of August 20, 2020 (Called Board Meeting)

Board Governance
- Summary of Activities
- BOES Update
- Board Assessment Action Plan
- Results of Semi-Annual Debriefing
Chief Executive Officer
- CEO Selection Report
- Election Report

Education and Practice
(a) Education Program Activity
(b) Ratification of Full Approval Status
- Wake Technical Community College, Raleigh - ADN
(c) Ratification of Approval NA II Courses
- Richmond Community College, Hamlet – Continuing Education
- Durham Technical Community College, Durham – Curriculum Hybrid
(d) FYI Accreditation Decisions by CCNE (Initial or Continuing Approval – Next Visit
- Catawba College, Salisbury – BSN – Initial Accreditation – June 2025
- Winston-Salem State University – BSN – Continuing Accreditation – June 2030
(e) FYI Accreditation Decisions by CNEA (Initial or Continuing Approval) – Next Visit
- Forsyth Technical Community College, Winston-Salem – ADN and LPN – Continuing Accreditation – October 2025
- Pitt Community College, Greenville – ADN – Continuing Accreditation – June 2025
- Stanly Community College, Locust – ADN – Continuing Accreditation – February 2026
(f) NCLEX Quarterly Pass Rates – 2nd Quarter

Licensure Review Panels
- Licensure Review Panel Report
Report on Non-Hearing Discipline, Investigation/Monitoring, Practice Matters
- Administrative Actions on Non-Hearing Disciplinary Activities
- Administrative Actions on Non-Hearing Compliance Matters
- Administrative Actions on Non-Hearing Practice Matters

Drug Monitoring Programs
- Program Statistics

Meetings/Conferences
- Summary of Activities

Meeting Agenda
The Meeting Agenda be adopted as amended.

MOTION: That the Meeting Agenda be adopted as amended.
Minowicz/Passed.

Election of Officers
Arlene Imes, Chair of the Nominating Committee, presented the Slate of Candidates for the Chair and Vice-Chair positions for 2021. Candidate for Chair Pam Edwards, RN. Candidate for Vice-Chair Ann Marie Milner, RN. No nominations were received from the floor.
MOTION: That the Board accept the Slate of Candidates for Chair and Vice-Chair as presented and elect Pam Edwards, Chair and Ann Marie Milner, Vice-Chair by acclamation. Committee Recommendation/Passed

Finance Committee

- Received and reviewed Summary of Activities to include 4th Quarter Financials and review of investments as presented by Max Demeritte and Wes Thomas with Wells Fargo Advisors.
- Received and reviewed request for designation of funds for Disaster Recovery, Research and Office Operations.

MOTION: That the Board approve designation of $1,187,013 of unrestricted assets for future funding needs as presented. Committee Recommendation/Passed

Chief Executive Officer

Received updates as follows:
- Completed term as President with NCSBN in August.
- Working with NC Medical Society, NCNA and the Medical Board regarding APRN full practice authority.
- Concerns with testing centers potentially closing in the future due to “hot spots” with COVID-19 and flu season.
- The Board office will continue to be closed to the public for the remainder of 2020. Meetings for the remainder of the year will be held virtually with the exception of two Hearing Committees.
- Congratulations to Crystal Tillman, who will become CEO of the Board of Nursing, effective December 1, 2020.

Strategic Plan Update

Received and reviewed the Strategic Plan Update

COVID-19 Time Spent Report

Received and reviewed the COVID-19 Time Spent Report

Performance Measures Scorecard

Staff provided update on Performance Measures Scorecard

Nurse Workforce in NC – SHEPS Center Presentation

Erin Fraher and staff from the SHEPS Center gave a presentation on the Nurse Workforce in North Carolina.

NCAC Chapter 36 - Rules

Received and reviewed proposed submission of rules.
- 21 NCAC 36 .0121 Petitioning for Rulemaking

MOTION: That the Board approve proposed adoption to 21 NCAC 36 .0121 Petitioning for Rulemaking as presented and direct staff to proceed with the rulemaking process. Lewis/Passed
- 21 NCAC 36. 0122 Petitions for Declaratory Rulings
**MOTION:** That the Board approve the proposed adoption of 21 NCAC 36. 0122 Petitions for Declaratory Rulings as presented and direct staff to proceed with rulemaking process.
Ingram/Passed

- **21 NCAC 36. 0228 Clinical Nurse Specialist**
  **MOTION:** That the Board approve the proposed amendment of 21 NCAC 36. 0228 Clinical Nurse Specialist as presented and direct staff to proceed with rulemaking process.
  Moore/Passed

- **21 NCAC 36. 0323 Records and Reports**
  **MOTION:** That the Board approve the proposed amendment of 21 NCAC 36. 0323 Records and Reports as presented and direct staff to proceed with rulemaking process.
  Imes/Passed

Received and reviewed proposed amendment of Rule
- **21 NCAC 36. 0815 Reporting Criteria**
  **MOTION:** That the Board approve the proposed amendment of 21 NCAC 36. 0815 Reporting Criteria and direct staff to proceed with the rulemaking process.
  Ingram/Passed

**Recommended Decisions**

Received and reviewed Recommended Decisions from the Hearing Committee and one licensee who addressed the Board. The following decisions were rendered.

- **Victoria Ann Shamblin, RN 247773**
  Cause Found. Uphold suspension for minimum of twelve (12) months beginning June 8, 2020
  Committee Recommendation/Passed

- **Julia Ann Boss, RN 206688**
  Reinstate license with probationary conditions.
  Committee Recommendation/Passed

- **William Rufus Williams, RN 268958**
  Licensee shall be issued a probationary license for a minimum of twelve (12) months.
  Committee Recommendation/Passed

- **Shannon Holder Walker, RN 205239**
  Cause Found. Uphold suspension beginning December 16, 2019. Licensee shall be issued a probationary license for a minimum of twelve (12) months.
  Committee Recommendation/Passed

**Results of Election of Officers**

Chair and Vice-Chair for the year 2021 elected by acclamation.

Chair: Pam Edwards, RN
Vice-Chair: Ann Marie Milner, RN
Presentation of Resolutions and Plaques

Resolutions and plaques were presented to Sharon Moore, Lisa Hallman, Martha Ann Harrell, Glenda Parker whose terms expire December 31, 2020.

Further, plaques were presented to Martha Ann Harrell and Pam Edwards recognizing their service in 2020 as Chair and Vice-Chair respectively.

Closed Session

**MOTION:** 12:21 pm Executive Session for discussion of legal matters, deliberation and personnel matters. Imes/Passed

Open Session

**MOTION:** 1:15 9m Open Session Ezell/Passed

Deliberation Decision

Melissa Carter, LPN 77988 Licensee’s attorney addressed the board members. Board members went into closed session at the end of the meeting agenda to deliberate.

Cause Found. Uphold the suspension for twelve (12) months beginning April 28, 2020.

Committee Recommendation/Passed

Adjournment

**MOTION:** 1:19 pm Meeting be adjourned. Hallman/Passed.

Minutes respectfully submitted by:

**September 25, 2020**

Chandra Graves, Executive Assistant

**Date Submitted**

**January 22, 2021**

Julia L. George, RN, MSN, FRE

**Date Approved**

Chief Executive Officer