

**NORTH CAROLINA BOARD OF NURSING  
REGULAR BOARD MEETING**

**September 17, 2021  
MINUTES**

Time and Place of Meeting	A regular meeting of the North Carolina Board of Nursing was held via teleconference on September 17, 2021. Meeting convened at 9:03 a.m.
Presiding	Pam Edwards, RN
Members Present	Ann Marie Milner, RN Lori Lewis, LPN Lora Bartlett, RN Racquel Ingram, RN Aimy Steele, Public Member LaDonna Thomas, RN Arlene Imes, LPN Kimberly McKnight, RN Andrea Jeppson, LPN Lynetta Howard, RN Tom Minowicz, Public Member Dianne Layden, Public Member Chester Farley, RN
Staff Present	Crystal Tillman, Chief Executive Officer Amy Fitzhugh, Chief Legal Officer Gayle Bellamy, Chief Financial Officer Angela Ellis, Chief Administrative Officer Jennifer Lewis, Director, Education Terry Ward, Education Consultant Chandra Graves, Manager, Administration
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. <b>MOTION:</b> That the Consent Agenda be approved as presented. McKnight/Passed.  The following items were accepted/approved by adoption of the Consent Agenda: <ul style="list-style-type: none"><li>• Minutes of May 27, 2021 (Board Meeting)</li><li>• Minutes of July 15, 2021 (Called Board Meeting)</li><li>• Board Governance Committee<ul style="list-style-type: none"><li>(a) Summary of Activities</li><li>(b) BOES Update (FYI)</li></ul></li></ul>

- (c) Board Assessment Action Plan Final Report
- Chief Executive Officer
  - (a) Election Report (FYI)
- Education and Practice Committee
  - (a) Education Program Activity
  - (b) NCLEX Quarterly Pass Rates
  - (c) Practice Program Activity
- Licensure Review Panels
  - (a) Licensure Review Panel Report
- Settlement Committee
  - (a) Summary of Activities
- Report on Non-Hearing Discipline, Investigation/Monitoring, Practice Matters
  - (a) Administrative Actions on Non-Hearing Disciplinary Activities
  - (b) Administrative Actions on Non-Hearing Compliance Matters
  - (c) Administrative Actions on Non-Hearing Practice Matters
- Drug Monitoring Programs
  - (a) Program Statistics
- Meetings/Conferences
  - (a) Summary of Activities

Meeting Agenda The Meeting Agenda be adopted as presented.  
**MOTION:** That the Meeting Agenda be adopted as presented.  
 Lewis/Passed

Election of Officers Arlene Imes, Chair the Nominating Committee, presented the Slate of Candidates for Chair and Vice-Chair position for 2022. Candidate for Chair: Ann Marie Milner, RN. Candidate for Vice-Chair Arlene Imes, LPN. No other nominations were received from the floor.  
**MOTION:** That the Board accept the Slate of Candidates for Chair and Vice-Chair as presented and elect Ann Marie Milner, Chair and Arlene Imes, LPN, Vice-Chair by acclamation.  
 Layden/Passed

Finance Committee

- Received and reviewed Summary of Activities to include 4<sup>th</sup> Quarter Financials and review of investments as presented by Wells Fargo Advisors.
- Received and reviewed request for designation of funds for Building Reserve and Legal Defense/Risk Management.  
**MOTION:** That the Board approve designation of \$822,553 of unrestricted assets for future funding needs as presented.  
 Committee Recommendation/Passed

Chief Executive Officer Received updates as follows:

- Recognized and welcomed newly elected board members Shakira Henderson and Cheryl Wheeler who will begin their term January 2022.
- Recognized new staff members who will begin employment over the next few months.

- Congratulations to Julie George and Catherine Moore for their published chapter in Health Policy and Politics.
- An annual audit was conducted, and the Board received a clear audit report.
- Crystal also mentioned, she has been appointed to Chair the NCSBN NCLEX Examination Committee for the next four years.
- There is no delay in testing with Pearson Vue, but there is about a four week delay in getting Criminal Background Checks. Board staff are working to get nurses in the pipeline as quickly as possible.
- COVID waivers continue to be in effect until December 31, 2021.
- Board staff continue to monitor the outcome of the American Nurses Association calling for DHS to declare a national nursing staff crisis.
- In a six-month time, endorsements to North Carolina has increased 21%.
- Going forward as a part of a higher level of security, IT has implemented a two-factor authentication on all board issued devices for board members and staff.
- Board staff will be working on a new website design. Anticipate completion of this project in Summer of 2022.
- Diversity, Equity and Inclusion (DEI) Committee made up of board staff have been working on and finalized a Diversity, Equity and Inclusion Statement. The Committee continues to work on and finalize a DEI policy.
- The Board Member Retreat will be held October 21<sup>st</sup>. Discussion and draft of the Strategic Plan facilitated by Susan Meier.
- Staff will begin working on a quality improvement project: Policies and Procedures. This project will be led by staff member Roger Burns.

Strategic Plan Update	Received and reviewed the strategic plan timeline. CEO provided an update on the strategic plan groups led by senior staff. The Strategic Plan Task Force will meet in July and be presented with updates.
Legislative Update	Received and reviewed a legislative update presented by Dr. Catherine Moore, Regulatory Consultant and Legislative Liaison. The 2021 Legislative Long Session began January 27. The long session is for the state legislature to pass the budget. Dr. Moore also provided the following updates: <ul style="list-style-type: none"> <li>• SAVE Act provision to grant full practice authority for advanced practice nurses in North Carolina.</li> <li>• Universal Licensure Recognition Act proposed universal recognition process for licensure, certification or registration for individuals who establish residents in North Carolina. Does not include an exemption with Interstate Nurse Licensure Compact, which might impose a potential conflict. Staff will continue to monitor the bill and provide future updates.</li> </ul>
Performance Measures Scorecard	Received an update on the initiatives of the Research Committee. Updates included current project status and Nursing Workforce Supply and Demand Study.

Nurse Workforce in NC – Sheps Center Presentation	Dr. Erin Fraher and staff from the SHEPS Center gave a presentation on the Nurse Workforce in North Carolina.
Education & Practice	<p>Received and reviewed request to extend the Education and Practice Committee 2021 Charge</p> <p><b>MOTION:</b> That the Board grant the request to extend the Education and Practice Committee 2021 Charge into the 2022 calendar year.</p> <p>Committee Recommendation/Passed</p> <ul style="list-style-type: none"> <li>• Alternate Scheduling Option/Enrollment Expansion <ul style="list-style-type: none"> <li>○ Received and reviewed the Alternate Scheduling Option/Enrollment Expansion for Northeastern University, Charlotte BSN Option</li> </ul> <p><b>MOTION:</b> That the Board approve the extension of the accelerated baccalaureate in nursing (ABSN) to include a pathway for initial degree-earning students, and enrollment expansion of 96 students for a total of 296 students.</p> <p>Minowicz/Failed</p> <p><b>MOTION:</b> That the Board postpone decision to extend the accelerated baccalaureate in nursing (ABSN) to include a pathway for initial degree-earning students, and enrollment expansion of 96 students for a total of 296 students until the January 2022 Board Meeting.</p> <p>Ingram/Passed 12-approve/2-disapprove</p> </li> <li>• Determination of Program Approval Status – Initial Approval for New Program. <ul style="list-style-type: none"> <li>○ Received and reviewed proposed application for establishment of new LPN program – Central Piedmont Community College, Charlotte</li> </ul> <p><b>MOTION:</b> That the Board grant initial approval for the establishment of a Practical Nurse Diploma Program with an approval maximum total enrollment of 24 students to begin January (Spring) 2022.</p> <p>Milner/Passed</p> <li>○ Received and reviewed proposed application for establishment of new ADN program – Cleveland Community College, Shelby</li> </li></ul> <p><b>MOTION:</b> That the Board grant initial approval for an Associate Degree in Nursing program and Licensed Practical Nurse to Associate Degree entry option an approval for maximum total enrollment of 120 students to begin January (Spring) 2022.</p> <p>Minowicz/Passed</p>
Results of Election of Officers	<p>Chair and Vice-Chair for the year 2022 elected by acclamation.</p> <p>Chair: Ann Marie Milner, RN Vice-Chair: Arlene Imes, LPN</p>
Presentation of Resolutions and Plaques	Resolutions and plaques were presented to Pam Edwards, Lori Lewis, Becky Ezell and Ashley Stinson.

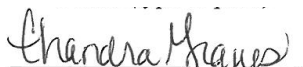
Further, plaques were presented to Pam Edwards and Ann Marie Milner recognizing their service in 2021 as Chair and Vice-Chair respectively.

Closed Session      **MOTION:** 12:18 pm Closed Session for discussion of legal matters and deliberation  
Minowicz/Passed

Open Session      **MOTION:** 12:57 pm Open Session  
Howard/Passed

Adjournment      **MOTION:** 12:57 pm Meeting be adjourned.  
Minowicz/Passed.

Minutes respectfully submitted by:



Date Submitted

Chandra Graves  
Executive Assistant



01/13/2022

Date Approved

Crystal L. Tillman, DNP, RN, CNP, FRE  
Chief Executive Officer