

**NH BOARD OF NURSING**  
**MINUTES**  
**June 25, 2020**  
**Via Zoom**

**CALL TO ORDER**

The meeting was called to order and convened at 8:02 a.m. by Tracey Collins, Chair, with quorum present.

The following board members were present for all or part of the meeting: Chair, Tracey Collins (TC), Vice Chair, Samantha O'Neill (SO), Somer Andrews (SA), Beth Fersch (BF), Wendy Stanley Jones, (WSJ), Jeanne Donohoe (JD), Melissa Tuttle (MT), Gene Harkless (GH) and Maureen Murtagh (MM)

The following board staff present for all or part of the meeting: Lindsey Courtney, (LBC), Elaine Bonner (EB), Board Secretary.

The following applies to all Non-Public Sessions.

All Non-Public Sessions are recorded as follows for the purpose of board business and noting that such a non-public session is authorized by RSA 91-A:3, II (c), RSA 91-A:3, II (e), RSA 91-A:5, IV, RSA 326-B: 38 Lodge v. Knowlton, 119 N.H. 574 (1978), and the Board's executive and deliberative privileges. Each member recorded his or her vote on the motion, which passed by the unanimous poll vote of all members present and included all members listed above.

And

Motion to keep minutes of the non-public session confidential from public disclosure pursuant to RSA 91-A: 3, III on the grounds that public disclosure would be likely to affect adversely the reputation of a person other than a board member and/or to render the proposed action ineffective and/or is not subject to public disclosure pursuant to RSA 236-B: 38. However, forty-eight hours after the mailing of any order, its respective vote shall automatically become public in accordance with RSA 326-B: 38.

Upon motion of SA seconded by GH, the Board voted to commence the **1<sup>st</sup> non-public session** at 12:00 p.m. and ended at 2:00 p.m.

Motion to come out of non-public was made by WSJ and seconded by SO, by unanimous vote.

Upon the motion of WSJ and the second of SO, the Board voted to keep minutes of the non-public session confidential from public disclosure. Each member recorded his or her vote on the motion, which passed by unanimous vote.

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**2.0 APPROVAL OF MINUTES**

2.1.1 May 28, 2020 - A motion was made by SO and seconded by GH to accept the minutes as corrected. Motion passed.

**4.0 REPORT OF ADMINISTRATION/STAFF**

4.1.1 Presiding Officer (Chair and Vice-Chair) – After discussion a motion was made by SA, seconded by WSJ regarding the following:

1. The Chair and Vice Chair will serve a 3-year term
  2. The Chair or Vice Chair will be elected into their role based on majority vote of the board meeting when the vote is held
  3. Every effort will be made to avoid having the chair and vice-chair permanently leave the board at the same time; in those cases a staggered election process may occur
  4. If a Vice Chair applies for a Chair position and is not elected, they are still eligible for election into the Vice Chair position
  5. When possible, elections will occur 3 months before the Chair/Vice-Chair plan to step down to support mentoring.
- Motion passed at the August 27, 2020 meeting with corrections.

**5.0 EDUCATION**

**5.1 LPN/RN**

- 5.1.1 Harmony Health Care Institute Notice of Change in Curriculum Delivery-Informational
- 5.1.2 American School of Nursing Analysis of Contributing Factors & Plan to Correct Deficiencies was reviewed and discussed. WSJ made a motion, seconded by GH to accept plan as submitted. Motion passed.
- 5.1.3 MCPHS University Notice of Curricular Changes reviewed and discussed. GH made a motion, seconded by JD to accept the curricular changes as submitted. Motion passed.

**5.2 LNA**

- 5.2.1 RVCC Initial Site Visit. GH made a motion, seconded by SO to accept the Lebanon Site and perform initial Site Visits for the Keene Site September/October 2020 and Claremont January/February 2021. Motion passed.
- 5.2.2 DHHS/Glencliff Home MNA Curriculum Textbook Revision Application. GH made a motion, seconded by WSJ to accept the textbook revision application as submitted. Motion passed.
- 5.2.3 Informational Update, Coos County Nursing Hospital Program Coordinator Change.
- 5.2.4 LNA Program at Lakes Region Community College Request for Hybrid Program. GH made a motion, seconded by SO to accept the request for Hybrid Program as submitted. Motion passed.
- 5.2.5 Prometric Request to provide LNA Testing Services in New Hampshire. GH made the motion, seconded by MM to accept the request to provide LNA Testing Services as submitted. Motion passed.

**7.0 ADJUDICATION**

All of the following hearings are held pursuant to the Nurse Practice Act RSA 326-B and Administrative Rules, Chapter 100-800, with Chair Tracey Collins presiding and with all board members present unless otherwise stated.  
Adjudicative (Investigator/ Prosecutor)

- 7.1.1 Kevin Auguste, LNA - Disciplinary Hearing
- 7.1.2 Karla Baez, RN – Show Cause Hearing

**10.2 CLINICAL COMMITTEES**

**10.2 Clinical Committees**

10.2.1 Practice and Education Committee Meeting & Recommendations. Board reviewed and discussed recommendation. WSJ motion, second by GH to accept the Practice and Education Committee’s recommendations regarding with rewording physical language on scope of practice page under administration of anesthesia, sedation and analgesia. The Board accepted the committee’s opinion that this change addresses the clinical practice query. SA reported for the committee the appointment of Bette Bogdan as chairperson. Motion passed.

**12.0 ADJOURMENT**

The meeting was adjourned at 2:02 p.m.