

DIVISION OF HEALTH SERVICES REGULATION  
**BOARD OF NURSE REGISTRATION AND NURSING EDUCATION**

3 CAPITOL HILL  
CONFERENCE ROOM 401  
PROVIDENCE, RHODE ISLAND

Monday, January 12, 2015  
8:52 AM

**OPEN SESSION MINUTES**

**BOARD MEMBERS IN ATTENDANCE**

Lynn Blanchette (*Ms. Blanchette arrived at 9:45 AM and left at 11:00 AM due to illness*)  
Diane Blier  
Jessica Brier  
Kathleen Heron  
Marie Jean  
Joanne Matthew  
Maria Pezzillo  
Anne Tierney  
Linda Twardowski, President  
Delores Walters  
Kristen Young

**BOARD MEMBERS NOT IN ATTENDANCE**

Elizabeth Bloom  
Maria Ducharme

**STAFF MEMBERS IN ATTENDANCE**

Donna Costantino, Chief, Health Professionals Regulation  
Dr. James McDonald, Chief Administrator Officer  
Kimberly McNulty, Chief Implementation Aide  
Jane Morgan, Chief Legal Counsel  
Mike Simoli, Health Program Administrator  
Maureen Slowik, Board Manager  
Donna Valletta, Board Manager

## OTHERS IN ATTENDANCE

Bob Casey, Pro Se  
Eleanor Clapprood, NPARI  
Linda Dame, Rhode Island College  
Sharon Galloway, Rhode Island College  
Linda McDonald, UNAP  
Donna Policastro, ANA-RI

### 1. Establishment of a quorum

A meeting of the Board of Nurse Registration and Nursing Education was held on Monday, January 12, 2015 at the Rhode Island Department of Health, Conference Room 401, 3 Capitol Hill, Providence, RI 02908. A quorum was established and the Open Session meeting was called to order at 8:52 AM on a motion by Linda Twardowski and seconded by Jessica Brier. Motion carried.

### 2. Presentation of the December 8, 2014 Open Session Meeting Minutes

Motion was made by Jessica Brier and seconded by Anne Tierney to accept the Open Session minutes of December 8, 2014. The Board voted unanimously to approve the Open Session minutes as presented. Motion carried.

### 3. President's Report

#### a. Executive Director vacancy

Dr. McDonald addressed the Executive Director vacancy and the Department's interim plans to address the Board's concerns and nursing workload. Donna Costantino is responsible and will work closely with her staff and the Board President in an effort to meet the immediate needs and ensure a smooth transition until the Executive Director position is filled.

#### b. Statutory changes

##### i. Quorum/attendance for Board of Nursing meetings

President Linda Twardowski expressed challenges and concerns in securing a quorum for board meetings and its impact on addressing board work in a timely manner. After discussion, Ms. Twardowski requested a work group be developed to develop language to propose changes to the statute and/or regulations regarding quorums and asked interested board members to notify her.

#### c. License Information for December 2014

President Twardowski distributed the list of the 84 Register Nurse and Practical Nurses whom were granted licenses in December 2014.

d. Licensing concerns for APRNs

The December 2014 letter sent by the prior Executive Director Twila McInnis created confusion regarding APRN licensing requirements. Following discussion, it was decided that the Department would create and send a letter in an effort to clarify and ensure a better understanding of the licensing requirements. Such letter would be reviewed by the Board President prior to its distribution.

e. Licensing concerns for all nurses

- i. Late renewals
- ii. Active/inactive
- iii. Reinstatement
- iv. Renewal process

The board addressed its concerns regarding late renewals, active/inactive status, reinstatement and the renewal process. Department staff addressed such concerns in an effort to provide a better understanding of the requirements, processes and system capabilities. The board and Department staff will work closely to develop policies and procedures for clarity.

f. NLC meeting – January 30, 2015

President Twardowski advised that, in the absence of an Executive Director, she will be attending the National Licensing Compact meeting later in the month.

g. Mid-year meeting – March 16-22, 2015

President Twardowski stated she will be attending the upcoming mid-year meeting in Kentucky and is seeking an interested board member to join her.

h. Journal of Nursing Regulation, Volume 5, Issue 3 October 2014

President Twardowski distributed the journal to all interested parties.

4. Old Business

i. Reports from the work groups of the Board of Nursing:

- i. Task Force on Education, Lead: Maria Pezzillo  
Maria Pezzillo to send information to Linda Twardowski regarding nursing school annual reporting.
- ii. Task Force on Skill Remediation, Lead: Kristen Young  
Kristen Young to contact Donna Policastro for insight; Delores Walters to request information from Jane Murdock of Charter Oak State for board member review prior to scheduling Ms. Murdock to present to the Board.
- iii. Task Force for Website Improvement: Workgroup  
President Twardowski to meet with Department staff to discuss website improvement ideas. President Twardowski is seeking board members to

volunteer to assist with this task. Kathleen Heron agreed to participate on this task force.

- iv. Task Force for Nursing Basic Education BON seats  
The task force has not yet met, therefore, there was no report.

5. Public Hearings

2:00 PM	C13-0374	RN24604	Cornell, David
2:00 PM	C13-0670	RN49028	Keener, Sean
2:00 PM	C14-0304	RN27928	Woods, Debra

6. Motion to adjourn to Closed Session

Motion was made by Anne Tierney and seconded by Jessica Brier to adjourn to Closed Session at 10:35 AM. Motion carried. Pursuant to Sections 42-46-4 and 42-46-5(a)(1) of the Rhode Island General Laws, for the purpose of discussing job performance, character, physical or mental health of applicants for licensure. Said individuals have been notified in advance by writing that they may request that the discussion be held at an open meeting. Also, pursuant to Sections 42-46-4 and 42-46-5(a)(4) of the Rhode Island General Laws, for investigatory proceedings regarding allegations of civil or criminal misconduct.

7. Motion to return to Open Session

Motion was made by Maria Pezzillo and seconded by Kathleen Heron at 3:35 PM to re-open the Open Session and to seal the Minutes of the Closed Session pursuant to Sections 42-46-4, 42-46-5 and 42-46-7 of the Rhode Island General Laws. Motion carried.

8. Final Actions on all votes taken in Closed Session

- The board proposed action on 6 cases.

9. Adjournment

The next Board of Nursing Registration and Nursing Education meeting will be held Monday, February 9, 2015 at 8:45 AM at the Rhode Island Department of Health, Conference Room 401, 3 Capitol Hill, Providence, RI 02908. Motion was made by Maria Pezzillo and seconded by Kathleen Heron to adjourn at 3:36 PM. Motion carried.

Respectfully submitted,

*Donna Valletta*

Donna Valletta  
Board Manager  
Office of Health Professionals Regulation