



**Board of Nursing
Business Meeting Minutes**

May 10, 2024
8:30 AM- 5:00 PM

This was a virtual meeting, people could attend the meeting if they did not have a computer or phone access at Washington State Department of Health, 111 Israel Rd SE, Tumwater, WA, 98501 in room TC2 166. If you would like to request a copy of this recording, please visit the DOH Public Records Portal at <https://doh.wa.gov/about-us/public-records>.

Board Members:

Adam Canary, LPN, Interim Chair
Quiana Daniels, BS, RN, LPN, Interim Vice Chair
Kimberly Tucker PhD, RN, CNE, Interim Secretary/Treasurer
Jacob Garcia, MBA, MSN, RN, PCCN
Ella B. Guilford, MSN, M.Ed., BSN, RN
Heleena Hufnagel, BS, MBA-HCA, Public Member
Judy Loveless-Morris, PhD, Public Member
Ajay Mendoza, CNM
Dawn Morrell, RN, BSN, CCRN
MaiKia Moua, RN, BSN, MPH
Sharon Ness, RN
Norma Perez, M.Ed., Public Member

Absent:

Jonathan Alvarado ARNP, CRNA

Assistant Attorney General:

Sierra McWilliams, Assistant Attorney General

Staff:

Alison Bradywood, DNP, MPH, RN, NEA-BC, Executive Director
Chris Archuleta, Director, Operations and Finance
Reuben Argel, Director, Nursing Assistant Education
Gerianne Babbo, Ed.D, MN, RN, Director, Education
Shad Bell, Assistant Director, Operations and Communications
Amber Bielaski, MPH, Assistant Director, Licensing
Debbie Carlson, MSN, RN, CPM, Director, Practice
Mary Sue Gorski, PhD, RN, Director, Advanced Practice & Research
Karl Hoehn, JD, FRE, Assistant Director, Discipline and Legal
Grant Hulteen, Assistant Director, Discipline, Investigations & WHPS
Anthony Partridge, MPPA, Assistant Director of Regulatory Affairs
Catherine Woodard, Director, Discipline and WHPS

I. 8:30 AM - Opening – Adam Canary, Interim Chair – DISCUSSION/ACTION

II. Call to Order

A. Introductions

B. Order of the Agenda

C. Land Acknowledgement – Quiana Daniels

D. Announcements

1. Welcome new staff – Reuben Argel.
2. Recognition – Adam Canary Nursing Home Administrator of the Year.
3. New posting for Public Member.
4. Revision to consent agenda
 - a. Procedures with non substantive changes to be approved with the consent agenda.
 - b. Performance measures to be presented during the meeting but will continue to be on the consent agenda moving forward.

III. 8:40 AM - Consent Agenda – DISCUSSION/ACTION

Consent Agenda items are considered routine and are approved with one single motion.

ACTION: Ms. Daniels moved to approve the consent agenda. Dr. Tucker seconded the motion. The motion passed.

A. Approval of Minutes

1. WABON Business Meeting
 - a. March 8, 2024
2. Advanced Practice Subcommittee
 - a. January 17, 2024
 - b. February 21, 2024
 - c. March - No Meeting
3. Discipline Subcommittee – No Meeting
4. Consistent Standards of Practice Subcommittee Minutes
 - a. February 2, 2024
5. Licensing Subcommittee
 - a. February 20, 2024
 - b. March - No Meeting
6. Research Subcommittee
 - a. February 20, 2024
 - b. March 18, 2024
7. Education Subcommittee
 - a. April 25, 2024

B. Licensing Report to the Governor’s Office

C. Washington Center for Nursing/WABON monthly meetings

1. February 27, 2024
2. March – No Meeting

D. Out of state travel reports - None

E. Procedure Revision (*name change and formatting only – non-substantive*)

1. J04.13 List of Credential Holders Requests
2. H03.05 In & Out of State Travel Approval
3. A55.02 DUI arrests and Conviction Reports

IV. WABON Panel Decisions – DISCUSSION

The WABON delegated the authority as provided by law for certain decisions to a panel of at least three members. A member of the WABON must chair panels. Pro tem members of WABON may serve as panel members. The following decisions are provided for information.

A. Nursing Program Approval Panel (NPAP)

1. March 21, 2024
2. April 4, 2024
3. April 11, 2024
4. May 2, 2024

B. Nursing Assistant Program Approval Panel (NAPAP)

1. March 4, 2024
2. April 8, 2024

V. Chair Report – Adam Canary – DISCUSSION/ACTION

A. 2024-2025 Out of State Travel Plan

Mr. Canary noted that travel restrictions remain to limit travel for board members and staff to one party. NCSBN has travel funds available on application for their events. Mr. Canary requested board members notify the new chair and Dr. Bradywood if there is an event they would like to attend.

B. Disciplinary Hearing Dates

Mr. Canary requested board members sign up for any disciplinary hearing dates they are available to attend. Ms. Nolet to send out a filable form to sign up.

C. H 08.04 Ethics, Conflict of Interest and Recusal

Mr. Hoehn presented the revised procedure to best support board members in awareness of conflicts of interest and the potential need for recusal.

ACTION: Ms. Ness moved, with a second from Dr. Tucker, to adopt the proposed procedure revisions that will best support board members in awareness of conflicts of interest and the potential need for recusal. The motion passed.

VI. Executive Director Report – Alison Bradywood – DISCUSSION/ACTION

A. Orientation Planning – Alison Bradywood

Dr. Bradywood presented on orientation plans to support new board members throughout their board appointment including hiring, onboarding, orientation and mentorship.

An orientation for all new and continuing board members will take place during the July 11th in-person workshop.

B. Performance Measures – Emma Cozart

Ms. Cozart presented on demonstrated performance. The primary goals and objectives were, 1) fulfill the Joint Operating Agreements requirements on demonstrating performance, 2) general demonstration of WABON efficiency, 3) provide data that generates action for governance at the board level, 4) focus business meeting contents to meaningful, action related data in a standardized format, and 5) to reduce burden of staff teams in generating data that does not drive action.

C. Budget Report (Multistate Licensing Volumes)– Kimberly Tucker, Chris Archuleta, Amber Bielaski

Mr. Archuleta presented the budget report covering the period of July 1, 2023, through March 31, 2024, nine months into the biennium, with fifteen months remaining. Mr. Archuleta stated that the budget is underspent by just over \$2M and the current revenue balance is just under \$1M (recommended revenue balance ~\$4.7M). WABON began the biennium operating below the recommended reserve balance due to the \$7.5M HELMS payments made through June 2023. Revenue projections for the biennium were adjusted to account for the anticipated \$2.5M loss in fee revenues from implementation of phase one of the nurse licensure compact in July 2023. Mr. Archuleta reported that WABON predicted a 50% conversion rate for eligible single state license holders to move to the multistate license (MSL) each month. Since full implementation, the conversion rate has been closer to 13%. WABON is actively promoting the benefits of the MSL in hopes of increasing the conversion rates. There will be one final HELMS payment due in June 2024 that will put WABON close to a negative fund balance. Close accounting of expenses and generation of additional revenue from the new fees may prevent this outcome.

D. Strategic Plan Update

1. Bill Implementation – Grant Hulteen
 - a. HB 1255 (RCW 18.79.440) Reducing stigma and incentivizing health care professionals participation in a substance use disorder monitoring/treatment program. Mr. Hulteen reported the stipend program anticipated start date is July 1, 2024. Mr. Hulteen further reported WABON is requesting additional funds via a supplemental budget request to further support the program.
2. Diversity, Equity, Inclusion, & Anti-Racism (DEI) – Anthony Partridge
Mr. Partridge presented the DEI-B taskforce work plan.
3. Communications
 - a. Social Media Presence – Peniel Tovar, Amy Sharar
Ms. Tovar and Ms. Sharar reported on the social medial launch which went live on Instagram, LinkedIn and Facebook on May 1st to positive interactions. Official launch was during Nurses Week, May 6-12.
 - b. Website and GovDelivery Quarterly Numbers Presentation – Shad Bell
Mr. Bell presented website and GovDelivery analytics.

E. Rules Update – Jessilyn Dagum

Ms. Dagum presented a rules update including emergency rules on initial out-of-state and endorsement licensing has been superceded going into permanent rules. Upcoming rules hearings on substance use disorder and blood glucose monitoring to take place during the meeting.

F. H16.03 Signature Delegation w/ Forms Procedure – Alison Bradywood

Dr. Bradywood presented on the signature delegation procedure for the biennial review for signature delegation. The procedure has been updated to make technical changes, reflect the new WABON name, and update staff to whom the Board delegates signature authority.

ACTION: Ms. Moua moved to approve, seconded by Ms. Guilford, to approve Procedure H16.03 – Signature Delegation w/ Forms. The motion passed.

G. Health Enforcement & Licensure Management System (HELMS) – Karl Hoehn

Mr. Hoehn reported HELMS lite begin April 24, with some IT challenges which continue to be addressed as required. December 9th is next launch for licensing, final launch for enforcement is expected September 9, 2025.

H. Proposal for WABON Oversight for Nursing Assistants, Nursing Pools -Alison Bradywood

Dr. Bradywood presented a proposal for WABON to incorporate Assistant (NA-C, NA-R, MACE) licensure and discipline, currently administered by the Department of Health (DOH). The analysis of financial and operational data demonstrates clear alignment with the WABON mission and streamlines the nursing career pathway.

Potential Timeline:



ACTION: Ms. Daniels moved, with a second by Ms. Guilford, to approve the board to begin engaging in union discussions and developing request legislation to transition nursing assistant licensing and discipline from DOH to the board, and for the 2025 legislative session. The motion passed.

Dr. Bradywood presented on nursing pools which are currently administered by the DOH, which were also proposed for WABON to take over oversight. The Board was concerned regarding the scope of the nursing pools which also include other professions and organizations.

ACTION: Ms. Daniels moved, with a second by Mr. Mendoza, to approve the board to begin engaging in union discussions and developing request legislation to transition the nursing pool licensing and discipline from DOH to the board for the 2025 legislative session. Dr. Loveless-Morris abstained. **The motion was denied.**

ACTION: Ms. Ness moved, with a second from Dr. Tucker, to create a taskforce to develop request legislation to transition Nursing Assistant licensing, discipline, and engage in union discussion. The motion passed.

Nursing pool to be revisited following completion of the first legislative reporting period as described in the 2023 legislation. Dr. Bradywood will request a presentation of the report upon completion.

I. Recognition

Dr. Bradywood and the Board recognized the members completing their term of service.

1. Board Members
 - a. Adam Canary
 - b. Judy Loveless-Morris
2. Pro Tem members completing their fourth term of service.
 - a. Diana Brovold
 - b. Katie Haerling
 - c. Renee Hoeksel
 - d. Megan Kilpatrick
 - e. Anne Mulligan

VII. 11:00 AM – 11:45 AM - Subcommittee Report – DISCUSSION/ACTION

A. Advanced Practice – Jonathan Alvarado, Co-Chair, Ajay Mendoza, Co-Chair

1. AP Compact Workgroup Update – no report as rescheduled to end of May.

B. Consistent Standards of Practice – Ella Guilford, Chair

1. Non-Nurse Licensure Compact (NLC) Comparison Summary – School Registered Nurse (RN) Delegation on Out-of-State Field Trips

Ms. Carlson described the need for a guidance document that compares/ summarizes the laws and rules for nurses providing care across state lines and/or RN delegation across state lines in states outside of the NLC.

ACTION: Ms. Guilford moved, with a second from the Consistent Standards of Practice Subcommittee, to approve the NLC Comparison Summary-School RN Delegation on Out of State Field Trips. The motion passed.

2. Strategic Plan: Practice Inquiry Data Presentation – Rebecca Nylin, RN, Student
Ms. Nylin presented an overview of practice data collection and inquiry analysis with recommendations for improvement in consistent data collection.

C. Discipline – Sharon Ness, Chair – No Report

D. Licensing – Dawn Morrell, Chair – No Report

E. Research – Maikia Moua, Acting Chair – No Report

F. Education – Kimberly Tucker, Chair

1. Nursing Assistant Testing Rule Making Approval

Dr. Bradywood provided background on the WABON transition of NA skills testing to training programs in October 2023. Eighty-eight of the 180 programs are testing their own students with a 19% increase in testing volume. Rules to formalize this testing strategy would clarify support for students (accommodations, grievance process), define eligibility for in-program testing, and spread testing availability across the state.

ACTION: Dr. Tucker moved, with a second from the Education Subcommittee, that the Board engage in rule making for Nursing Assistant Skills Testing. The motion passed.

VIII. Education Session – Diverse Nursing Panel

The education session panel was a diverse group of nurses comprised of representatives of diverse nursing groups aims to increase awareness of the unique challenges and barriers faced by these communities. These associations and organizations included, Denise Mills from the Ebony Nurses Association, Rebecca Allen from the National Association of Hispanic Nurses in Washington State, Mafe del Rosario Chase of the Phillippine Nurses Association of Oregon & Washington, Xavier Orr of the Mary Mahoney Professional Nursing Organization, and Weichao Yuwen of the Pacific Northwest Chinese Nurses Association. Recommendations for the board will be reviewed by the DEIB taskforce to continue to address structural bias and facilitate opportunities for entry into nursing for a broad range of life experiences.

IX. 1:00 PM - 1:15 PM - Public Comment

This time allowed members of the public to present comments to the WABON.

Several were registered to speak, these individuals were not present. No public comments were made.

X. 1:15 PM – 1:45 PM - Rules Hearing – SHB 1255 Substance Use Disorder Stipend Program - DISCUSSION/ACTION

The Washington State Board of Nursing is proposing amendments and introducing a new section of rule relating to the board’s substance use disorder (SUD) monitoring program including application requirements for a stipend, in response to Substitute House Bill (SHB) 1255 (chapter 141, Laws of 2023).

1:22pm – public hearing began. No public comments were made.

ACTION: Ms. Morrell moved, with a second from Ms. Ness, to adopt the proposed amendments to WAC 246-840-750 through 246-840-780 and new section of rule, WAC 246-840-790 as filed with the Washington State Register on March 15, 2024, as WSR 24-07-063. The motion passed.

1:26pm – public hearing closed.

XI. WCN Report – Sofia Aragon - DISCUSSION/ACTION

Ms.. Aragon presented the WCN report.

XII. 2:15 PM – 2:45 PM – Rules Hearing – SHB 1124 Blood Glucose Management - DISCUSSION/ACTION

The Washington State Board of Nursing is proposing new sections of rule, WAC 246-840-835 and 246-840-935, and amendments to WAC 246-840-930 and 246-840-940, in response to Substitute House Bill (SHB) 1124 passed by the Washington State Legislature in 2022. SHB 1124 pertains to nurse delegation of glucose monitoring, testing, and insulin injections, expanding RN authority to delegate these tasks to nursing assistants (NA) and home care aides (HCA).

2:26pm – public hearing began. No public comments were made.

ACTION: Ms. Guilford moved, with a second from Dr. Tucker, to adopt the proposed new sections of rule, WAC 246-840-835 and 246-840-935 and amendments to current sections, WAC 246-840-930 and 246-840-940 including the proposed technical changes shared with the board today, in order to implement Substitute House Bill (SHB) 1124 (chapter 14, Laws of 2022). The motion passed.

2:34pm – public hearing closed.

XIII. Education - DISCUSSION/ACTION

A. Nursing Education – Gerianne Babbo

1. SB 5582 – Reducing barriers and expanding educational opportunities to increase the supply of nurses in Washington.
2. Student nurse medication administration concerns
3. Nursing Education Annual Report – Mary Sue Gorski/Emma Cozart

Dr. Gorski and Ms. Cozart presented the nursing education program report. The required report summarizes 2022-2023 academic year survey data from approved Washington State nursing programs and out-of-state programs approved for clinical placement of students.

ACTION: Dr. Tucker moved, with a second from Ms. Moua, to approve the Nursing Education Program 2022-2023 Annual School Report. The motion passed.

B. Nursing Assistant – Alison Bradywood, Christine Tran, Amy Murray

1. Annual Report: Testing, Training, and Strategic Plan Updates
Dr. Bradywood, Ms. Tran, Ms. Murray presented the Nursing Assistant annual report for 2023. The report focused on improving skills testing and introduction of the common curriculum to continue to streamline student experience in training and testing.

ACTION: Ms. Perez moved, with a second from Ms. Guilford, to approve the Nursing Assistant Education Annual Report summarizing work through 2023. The motion passed.

XIV. 2025 Legislative Priority Planning – Anthony Partridge – DISCUSSION/ACTION

Mr. Partridge reported on WABON's legislative milestone with the passage of House Bill 2416 to change the title for advanced registered nurse practitioner (ARNP) to advanced practice registered nurse (APRN), which also ensures title protection for credentialed advanced practice nurses.

Mr. Partridge discussed established 2024 priorities to fund financial aid supporting nurse substance use treatment, invest in simulation professional development, fund nursing faculty salaries, quantify long term care staffing needs, and enhance the nursing workforce.

Priorities for 2025 consideration: assume regulatory authority of nursing assistants, support APRN pay parity, support development of care models including the pediatric complex care assistant and Veteran's Affairs Medical Foster Homes. 2025 priorities will be finalized at the July 2024 meeting.

XV. Nominations Committee – Sharon Ness – DISCUSSION/ACTION

A. WABON award nominees

Each year, the WABON recognizes staff for the award.

Special recognition – Nursing Assistant Team

Amy Murray, Sandra Graham, Alana Esteban, Christine Tran,
Seana Reichold, Sara Kirschenman, Marlin Galiano,
Dennis Gunnarson.

WABON Award Recipients – Sara Kirschenman and Anita Nath

B. Election of Officers

The WABON elects the chair, vice chair and secretary/treasurer for the coming year.

Chair:

Dawn Morrell – 12 votes

Vice Chair:

Quiana Daniels – 10 votes

Secretary/Treasurer:

Maikia Moua – 6 votes

Sharon Ness – 5 votes

FY 2024-2025 Board Officers

Chair: Dawn Morrell

Vice Chair: Quiana Daniels

Secretary/Treasurer: Maikia Moua

XVI. Meeting Evaluation

XVII. Closing at 4:19pm