



**Board of Nursing
Meeting Minutes**

**September 13, 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](https://www.doh.wa.gov/locations/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:

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

Excused:

Adam Canary, LPN

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

II. Call to Order

A. Introductions

B. Order of the Agenda

Dr. Bradywood proposed an addition to the agenda to discuss an emergent item on mental health pilot proposal during the Legislative Update.

ACTION: MS. Daniels motioned with a second from Dr. Tucker, to add emerging mental health pilot proposal to the agenda during the legislative update. The motion passed.

C. Land Acknowledgement – Ajay Mendoza

D. Announcements

Reminder – October 2nd Voice and Vision: The Possibilities Conference.

National Hispanic Heritage Month

III. Consent Agenda – DISCUSSION/ACTION

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

ACTION: Dr. Tucker moved, with a second from Ms. Guilford to approve the consent agenda. The motion passed.

A. Approval of Minutes

1. WABON Business Meeting
 - a. July 12, 2024
2. Advanced Practice Subcommittee
 - a. July 17, 2024
3. Discipline Subcommittee
 - a. June 18, 2024
4. Consistent Standards of Practice Subcommittee
 - a. June 4, 2024
5. Licensing Subcommittee
 - a. June 18, 2024
 - b. July 2024 – No meeting
6. Research Subcommittee
 - a. July 15, 2024
7. Education Subcommittee – No meeting

B. Letter from NCSBN President Jay Douglas

C. Performance Measures

1. Investigations
2. Legal
3. Washington Health Professional Services (WHPS)
4. Nursing Assistant Program Approval Panel (NAPAP)
5. Nursing Program Approval Panel (NPAP)

D. Licensing Report to the Governor’s Office

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

1. W37.02 Practice Approval
2. W47.02 Outreach and Education
3. W48.02 Office Hours and Standards
4. H14.03 Evaluation of Executive Director

- III. Consent Agenda – DISCUSSION/ACTION. Continued.**
 - F. Washington Center for Nursing/WABON monthly meetings**
 - 1. July 25, 2024
 - 2. August 12, 2024 (WCN/DOH/WABON)
 - 3. August 15, 2024
 - G. Out of state travel reports – no report**

- IV. WABON Panel Decisions – DISCUSSION**

The WABON delegates 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. July 18, 2024
 - 2. July 22, 2024
 - 3. August 1, 2024
 - 4. August 15, 2024
 - 5. August 19, 2024
 - 6. September 5, 2024

- B. Nursing Assistant Program Approval Panel (NAPAP)**

- 1. June 10, 2024
 - 2. July 8, 2024
 - 3. August 12, 2024
 - 4. September 9, 2024

- V. Executive Director Report – Alison Bradywood – DISCUSSION/ACTION**

- A. Budget Report – Maikia Moua, Chris Archuleta – No report**

- B. Strategic Plan Update**

- 1. Bill Implementation

- a. 2023 HB 1255 (RCW 18.79.440) Reducing stigma and incentivizing health care professionals to participate in a substance use disorder monitoring and treatment program – Grant Hulteen
Mr. Hulteen reported on the implementation of the removal of the “yes” on credential search with the hard work from IT. Mr. Hulteen further reported, the mentorship program has successfully begun with four mentors approved. Dr. Bradywood reported a BONcast on Washington Health Professional Services (WHPS) from a graduate has been release and encouraged those interested to view it here: [Listen to BONcast Episode 8 Now | Washington State Board of Nursing](#)
 - b. 2023 SB 5499 – Multistate Licensing Volumes – Amber Bielaski
Ms. Bielaski reported the multistate licensing volumes continue to increase. As of August 2024, a total of 356 LPN MSLs (3.4% of active LPNs) and 4,285 registered nurse MSLs (4% of active RNs) have been issued in Washington state. Dr. Bradywood reported the multistate information is now on the data dashboards.
 - c. 2024 SB 6286 – Anesthesia Workforce Study – Anthony Partridge
Mr. Partridge reported on the CRNA grant and workforce study progress, WABON is expecting submissions by the end of the year.

V. Executive Director Report – Alison Bradywood – DISCUSSION/ACTION. Continued.

B. Strategic Plan Update. Continued.

2. Data-Driven Practice – Debbie Carlson, Margaret Holm, Shana Johnny, Marlin Galiano
The practice team presented an update on data driven practice on data collection utilizing forms such as practice inquiries, early remediation, continuing competency, educational presentations, and reported on the testing phases of the priority matrix and presentation evaluations.
3. Diversity, Equity, Inclusion, & Belonging (DEIB) – Anthony Partridge – No update
4. Communications – Social Media Presence – Shad Bell
Mr. Bell reported on analytics regarding GovDelivery, and the nursing website. In the second quarter of 2024, the Washington State Board of Nursing (WABON) website received a total of 254,461 users with an average engagement time of 1 minutes and 35 seconds. Most users arrived at the website through direct traffic (45.9%), followed by organic search (39.5%), and then referral (14.2%). The top visited pages were the Verify a License page, the Home page, and the Online Application Instructions page.
Ms. Sharar reported on analytics on social media. The WABON Facebook following is currently 62 Facebook users, Instagram has 46 followers, and LinkedIn has 45 followers. Ms. Sharar explained the reach of social media and encouraged the board of follow WABON's social media accounts to assist in extending that reach.

C. Rules Update – Jessilyn Dagum

1. Rules Update
Ms. Dagum reported on rules in progress.
2. Chapter 246-840 WAC Rewrite (5-year formal review process)
Ms. Dagum presented the proposal to conduct a five-year phased rewrite of Chapter 246-840 WAC. This project aims to ensure that the rules are up to date, reflect current best practices, and align with the Board's statutory responsibilities. The proposed changes include adding new sections, cleaning up and restructuring the chapter, updating the chapter title to accurately reflect the Board's purview, replacing instances of "commission" with "board," and correcting outdated WAC references.
ACTION: Mr. Garcia moved, with a second by Mr. Mendoza, to approve the Chapter 246-840 rewrite rulemaking project. The motion passed.
3. J21.02 – Interpretive Statements and Policy Statements procedure
Ms. Dagum presented procedure revisions for J21.02 on interpretive and policy statements to update the format, WABON name change, and technical items to reflect current practice.
ACTION: Ms. Daniels moved, with a second by Mr. Mendoza, to approve Procedure J21.02 – Interpretive Statements and Policy Statements. The motion passed.

D. Health Enforcement and Licensure Management System (HELMS) Update – Karl Hoehn

Mr. Hoehn reported the HELMS project is on track to current timelines. The planned date for release two is February 19th, 2025, and release three is scheduled for the last quarter of 2025. A funding request has been submitted to the legislature.

V. Executive Director Report – Alison Bradywood – DISCUSSION/ACTION. Continued.

E. Aesthetics Interagency Taskforce – Alison Bradywood

Dr. Bradywood reported a new taskforce on aesthetics starting in June. The taskforce has met four times and spans multiple agencies including cosmetology, dentistry, medical, licensing, DOH and nursing. The role of the taskforce is on aligning efforts to provide safe, quality care and to support patients with best practices and education.

F. State Auditor’s Office Licensing Performance Report – Alison Bradywood

Dr. Bradywood reported on the state auditor’s office performance of nursing licensing.

VI. Subcommittee Report – DISCUSSION/ACTION

A. Advanced Practice – Ajay Mendoza, Chair

1. AP Compact Alternative

Mr. Mendoza updated the board on the advanced practice compact alternative. Dr. Gorski reported NCSBN three or four states have joined the compact, Washington is in the preliminary stages.

B. Consistent Standards of Practice – Ella Guilford, Chair

1. New Commonly Asked Questions

Ms. Guilford presented new commonly asked questions. The Practice Team receives numerous questions about nurse delegation. The CAQs will help clarify requirements for nursing delegation and allow consistency in responses specific to blood glucose testing and insulin administration.

1. RN Delegation of Blood Glucose Testing/Monitoring and Administration of Insulin for Treatment of Diabetes Mellitus to the Nursing Assistant-Registered/Nursing Assistant-Certified (NA-R/NA-C) or Home Care Aide-Certified (HCA-C)
2. RN Delegation of Blood Glucose Testing/Monitoring and Administration of Insulin for Treatment of Diabetes Mellitus to Non-Credentialed Staff in Public and Private Schools, Kindergarten-Twelfth (K-12) Grades

ACTION: Ms. Guilford moved, with a second by the Consistent Standards Subcommittee, to approve two new Commonly Asked Questions related to RN delegation of Blood Glucose testing/monitoring, and administration of insulin. The motion passed.

C. Discipline – Sharon Ness, Chair

Ms. Ness presented procedure and policy statement revisions recommended by the Discipline subcommittee.

1. Procedure Revisions

a. A34.10 Early Remediation Program

Procedure A34.10 adds discrimination to the list of practice deficiencies that may be eligible for early remediation. It also eliminates the language for employee monitoring (Board no longer requires monitoring in action plans) and distinguishes review by the nurse consultant instead of investigation.

ACTION: Ms. Ness moved, with a second by the Discipline Subcommittee, to adopt revisions to procedure A34.10 *Early Remediation Program*. (makes discrimination eligible for ER; removes employee monitoring from action plan; changes investigation to review to describe the work of the nurse consultant). The motion passed.

VI. Subcommittee Report – DISCUSSION/ACTION. Continued.

C. Discipline – Sharon Ness, Chair. Continued.

- b. W30.02 Confidentiality, Records Management, and Security
Nurses in the WHPS monitoring program are required to interact with their case managers to ensure effective monitoring and compliance with their contract. Nurses represented by legal counsel does not prevent working directly with their case manager. Revisions to this procedure eliminate language that prohibits case managers from speaking to nurses when they are represented.

ACTION: Ms. Ness moved, with a second by the Discipline Subcommittee, to adopt revisions to procedure W30.02 *Confidentiality, Records Management, and Security*. (allows case managers to directly communicate with represented nurses in the program; updates reference to the paperless environment for records management; specifically addresses confidentiality in the telework environment). The motion passed.

2. Discrimination policy statement language

A policy statement on discrimination, is needed to formalize disciplinary action. This statement is aligned with the WABON DEIB statement approved at the July 2024 business meeting.

ACTION: Ms. Ness moved, with a second by the Discipline Subcommittee, to adopt the policy statement on discrimination and file with the Code Reviser's Office according to Procedure J21.02 Interpretive Statement and Policy Statement, as well as post on the WABON website. The motion passed.

D. Licensing – Dawn Morrell, Chair

Ms. Morrell presented avenues to assist in foreign credential evaluations as recommended by the Licensing subcommittee.

1. Review Canadian English Language Benchmark Assessment for Nurses (CELBAN)

CELBAN is a test of nursing language. The tasks are modelled on English language use in a nursing-related context and represent the ways in which nurses use language in the workplace.

2. Review International Education Evaluations, LLC (IEE)

WABON approves education evaluation companies and English proficiency examinations used to meet nurse licensing requirements in Washington. International Education Evaluations (IEE) is requesting approval to provide credentials evaluations for RN, LPNs in Washington state.

MOTION: Ms. Morrell moved, with a second from the Licensing subcommittee, to approve the Canadian English Language Benchmark Assessment as an approved English proficiency exam and the International Education Evaluations, LLC as an authorized organization to provide foreign credential evaluations to meet WABON licensing requirements.

E. Research – Maikia Moua, Chair

1. Student Engagement; introductions of Fall/Winter students.

Ms. Hamilton introduced the fall/winter students joining the research team.

VI. Subcommittee Report – DISCUSSION/ACTION. Continued.

F. Education – Kimberly Tucker, Chair

1. NCLEX Attempts

Dr. Bradywood presented on limiting NCLEX attempts in context of Operation Nightingale applicants without appropriate educational backgrounds. The Education subcommittee considered limiting testing accesses may deter fraudulent application from testing in Washington, contribute to closing the national safety net, and would be minimal impact as a single state. Possible actions include limited testing by time from graduation, limiting by number of attempts or a combination with a remediation plan.

MOTION: Dr. Tucker moved, with a second by the Education subcommittee, to approve rule making regarding limiting NCLEX attempts and required remediation for those that exceed the established limits. The motion passed.

VII. 11:30 AM – 11:45 AM – Public Comment

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

Josie Ramsay – spoke of their struggle with mental health and taking the NCLEX, Josie asked the board to consider that in their decisions on limiting the testing.

VIII. Education Session – The Collaborative Compass: Guiding IV Hydration Regulation for Improved Patient Outcomes in Mississippi, Phyllis Johnson, DNP-RN, FNP-BC, Executive Director, Mississippi Board of Nursing

Dr. Johnson presented Mississippi’s collaborative efforts to navigate and enhance IV hydration practices, ultimately leading to improved patient outcomes.

IX. Legislative Update – Anthony Partridge

A. Legislative Priorities One-Pager

Mr. Partridge presented the approved legislative priorities one pager.

The graphic is titled "Washington State Board of Nursing 2025 LEGISLATIVE PRIORITIES" and features a scenic background of a lake and mountains. It is divided into three numbered columns:

1	2	3
Consolidate Regulatory Authority for Nursing Assistants	Fund the Substance Use Disorder (SUD) Stipend Program to Support Nurses	Augment Nursing Faculty Salaries and Professional Development
WABON Request Legislation Transfer credentialing and disciplinary authority of Nursing Assistants from the Secretary of Health to WABON	Request funding for the SUD Stipend Program (RCW 18.79.440) to reduce barriers and increase access to substance use treatment	a. Subsidize nursing faculty salaries to reduce disparities across the industry, stabilize, retain, and recruit diverse nursing faculty b. Invest in simulation professional development to provide grant options for faculty development, program endorsements, and open-sourced materials for training to increase accessibility

X. Education, DISCUSSION/ACTION

A. Nursing Education – Gerianne Babbo

1. SB 5582 – 1:2 Simulation, and Nurse Administrator Qualifications for BSN Programs.
Dr. Babbo reported the draft rule for simulation final hearing took place in August and the CR 103 to be filed soon, to become law 31 days later. The education department has developed FAQs and tools for the website to answer questions.
2. NCLEX Conference Report
Dr. Babbo reported an overview of the NCLEX results post the new exam which measures clinical judgement. 419k exams have been delivered, and positive reporting on the new exam. The pass rates remain stable.

B. Nursing Assistant – Reuben Argel, Christine Tran

1. Strategic Plan Updates
Mr. Argel presented an update on the strategic plan, with a mandatory date for specialty curricula implementation by Sept 1, 2025.
Mr. Argel presented a survey of nursing education programs on preferences for training or certifying students as nursing assistants with positive responses.
2. SB 5582 – Rural Hospital and High School Nursing Assistant Partnership
Ms. Muriu presented new collaborations with Providence Mt. Carmel Hospital and Colville High School and on the challenges to rural hospitals including lack of resources and small FTE.
3. Skills Testing Pilot Updates
Ms. Tran presented NAC skill exam testing data demonstrating high pass rates.

XI. Board Pay Summary: July 1, 2023 – June 30, 2024 - Bethany Mauden – DISCUSSION

Ms. Mauden presented the board pay summary from the previous fiscal year.

XII. 2:50 PM – 3:59 PM – Executive Session

Executive Session was closed to the public. The board convened under RCW 42.30.110(i).

XIII. WCN Contract - Dawn Morrell - DISCUSSION/ACTION

A. WCN Contract Expiration Next Steps

Ms. Morrell briefly discussed the WCN Contract challenges and opened discussion from the board.

Potential options:

- Open contract to RFP (allow WCN to apply or not)
- Move forward with renewal of the WCN contract (for 1- or 2-year period)
- Ms. Ness suggested a contract extension with evaluation tools, score card, and training.

XIII. WCN Contract - Dawn Morrell - DISCUSSION/ACTION. Continued.

Motion: Ms. Moua moved, seconded by Ms. Ness, to authorize the Executive Director to extend the contract for six months and delegate to the Executive Director to request to open for proposals if necessary/applicable. The motion passed.

XIV. November Business Meeting

Ms. Daniels moved, with a second from Ms. Ness, add discussion of the November meeting to the agenda. The motion passed.

Due to concerns regarding not yet receiving the new appointments for the board from the Governor's office, having a virtual meeting was discussed.

ACTION: Ms. Daniels moved, with a second from Ms. Guilford, to have the November meeting be virtual if appointment have not been received within the next two weeks. The motion passed.

XV. Meeting Evaluation

Did the length of the packet meet your needs?

Strongly Agree 6/9 (66%) Agree 3/9 (33%) Neither Agree or Disagree 0/9 (0%) Disagree 0/9 (0%) Strongly Disagree 0/9 (0%)

Was the information and SBAR in the packet helpful?

Strongly Agree 7/9 (77%) Agree 2/9 (22%) Neither Agree or Disagree 0/9 (0%) Disagree 0/9 (0%) Strongly Disagree 0/9 (0%)

Did you feel like your voice was heard?

Strongly Agree 8/9 (88%) Agree 1/9 (11%) Neither Agree or Disagree 0/9 (0%) Disagree 0/9 (0%) Strongly Disagree 0/9 (0%)

The meeting content was relevant to the Strategic Plan and to the Board?

Strongly Agree 9/9 (100%) Agree 0/9 (0%) Neither Agree or Disagree 0/9 (0%) Disagree 0/9 (0%) Strongly Disagree 0/9 (0%)

Comments

J. Garcia: Was a very informative meeting great job everyone

H. Hufnagel: Happy Birthday Alison! We need to have a Board end of year get together.

E. Guilford: Excellent information and speaker presented. Thank you!

Q. Daniels: Great meeting!

A. Mendoza: Thanks again all

XVI. 4:20 PM Closing