

**WEST VIRGINIA STATE BOARD OF EXAMINERS  
FOR LICENSED PRACTICAL NURSES**

**MINUTES**

**BOARD MEETING  
OCTOBER 19, 2023**

PPTOPIC	DISCUSSION	DECISION
DATE	October 19, 2023	
MEMBERS & STAFF PRESENT	Orpha Swiger Gregory Chiartas Michelle Chapman Lisa Shiltz	
CALL TO ORDER	10:05 AM	Called to order by Gregory Chiartas. Approved by Orpha Swiger. Motion carried by all.
INTRODUCTION OF GUESTS	See attached Guest List	
REVIEW/APPROVAL PROPOSED AGENDA		Motion was made by Orpha Swiger to accept the proposed agenda. Seconded by Gregory Chiartas. Motion carried.

<p>APPROVAL OF MEETING MINUTES – JUNE 15, 2023</p>	<p>See Attached List. Disciplinary Actions and Consent Agreement Summary of Cases since June 15, 2023. Verbal report of cases completed with the Disciplinary Review Committee.</p>	<p>Motion was made by Orpha Swiger to accept the June 15, 2023, Minutes. Seconded by Gregory Chiartas. Motion carried.</p>
<p>REPORT/DISCIPLINARY REVIEW COMMITTEE</p>	<p>Expenditures – FY 2023 – Final. The total expenditures for FY 2023 were \$510,332.00. Total appropriations for FY 2023 were \$615,307.00. Balance at the end of the year was \$549,323.21.</p>	
<p>BUDGETARY INFORMATION</p>	<p>Expenditures – 1<sup>st</sup> Quarter 2024 The total fund balance at the end of June 30, 2023, was \$549,323.21. The total expenditures for the first quarter of fiscal year 2024 were \$125,026.00. The fund balance at the end of the first quarter is \$503,536.06.</p>	

<p>REPORT OF PURCHASE CARD EXPENDITURES</p>	<p>Appropriations Request – FY 2025 The total appropriations request is \$1,241.530.</p>	
	<p>The Auditor’s Office requires as a part of its Purchase Card Policies and Procedures that a report of purchasing card expenditures must be provided to Board Members at regularly scheduled meetings. Copies of these reports for the months of July, August and September 2023 were submitted to the Board Members for their review.</p>	
	<p>Budget for FY 2025 Staff is in discussion.</p>	
<p>NCLEX-PN – TESTING RESULTS – AS OF JUNE 30, 2023</p>	<p>Testing results as of September 30, 2023. The passing average for 1<sup>st</sup> time WV candidates is 86.40% for the quarter ending September 30, 2023. Two hundred twenty-eight graduates tested and one hundred ninety-seven was 90.65%. The current WV passing average from January 1, 2023, to September 30, 2023, is 87.07%. The current national passing average from January 1, 2023, to September 30, 2023, is 86.44%. Test scores are starting to improve more each quarter.</p>	

<p><b>PORTABILITY OF PROFESSIONAL LICENSES AND CERTIFICATES FOR SERVICEMEMBERS AND THEIR SPOUSES</b></p>	<p>Guidance was provided by the U.S. Department of Justice Civil Rights Division. The information indicates in certain circumstances servicemembers, or spouses not covered by the compact may be covered the provision passed in 2023 that permits them to continue to work in the state which they are required to move due to active duty without obtaining a new license in that state.</p>	
<p><b>NLC UPDATE</b></p>	<p>Please find enclosed the most recent NCL Commissioners Meeting from June 2023.</p>	
<p><b>CABELL COUNTY CAREER AND TECHNICAL CENTER SCHOOL OF PRACTICAL NURSING</b></p>	<p>Cabell Career and Technical Center LPN Program new coordinator provided an updated school calendar and other materials, to see if it is permitted for the school to fill out a new application and start the process over of development of new curriculum to reopen the school in either late June or early November depending on their progress.</p>	<p>Recommendation made to permit the school to fill out a new application and start the process of development of the new curriculum to reopen by Gregory Chiartas. Seconded by Orpha Swiger. Motion carried by all.</p>

<p>AUDITOR'S OFFICE ANNUAL TRAINING SEMINAR AND ASSOCIATION OF LICENSING BOARDS MEETING – NOVEMBER 2, 2023</p>	<p>A copy of the agenda is enclosed. Staff will be happy to respond to any inquires members have.</p>	
<p>SCHOOLS OF PRACTICAL NURSING</p>	<p>Academy of Careers and Technology Michelle Chapman, Lisa Shiltz and Ashley Torres visited the Academy of Careers and Technology on July 14, 2023. Program materials were thorough and clearly demonstrated the information provided and the flow of that information in the program. Faculty are experienced and graduates are successful on the NCLEX-PN as well as in employment settings. The program has good support from the administration. Students are positive about the experience and acknowledge the hard work of the faculty.</p>	<p>Recommendation was made by Orpha Swiger that the Academy of Careers and Technology School of Practical Nursing be granted continued Full State Accreditation for a period of three years ending June 30, 2026. Seconded by Gregory Chiartas. All in favor. Motion carried by all.</p>
	<p>Randolph Technical Center Practical Nursing Program Michelle Chapman, Lisa Shiltz, and Ashley Torres Visited the Randolph Technical School of Practical</p>	<p>Recommendation was made by Gregory Chiartas that the Randolph Technical Center Practical Nursing Program be granted continued Full State Accreditation for a</p>

	<p>Nursing on August 24, 2023. Program materials were thorough and clearly demonstrate the information provided and the flow of that information in the program. The program has good support from the administration. Students are positive about the experience and acknowledge the hard work of the faculty. The lab area needs some modernization. The administrator is very supportive of changing what needs to improve the program.</p> <p>Putnam Career and Technical Center Michelle Chapman, Lisa Shiltz and Ashley Torres visited the Putnam Career and Technical Center on October 5, 2023. Program materials were thorough and clearly demonstrate the information provided and the flow of that information in the program. The program has good support from the administration. Students are positive about the experience and acknowledge the hard work of the faculty. The lab area needs some modernization. The Administrator is very supportive of changing what needs to improve the program.</p>	<p>period of three years ending June 30, 2026. Seconded by Orpha Swiger. All in favor. Motion carried by all.</p> <p>Recommendation was made by Gregory Chiartas that the Putnam County School of Practical Nursing be granted continued Full State Accreditation for a period of three years ending October 30, 2026. Seconded by Orpha Swiger. All in favor. Motion carried by all.</p>
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<p>NATIONAL COUNCIL STATE BOARD OF NURSING (NCSBN)</p>	<p>Fayette Institute of Technology School of Practical Nursing Michelle Chapman, Lisa Shiltz and Ashley Torres visited Fayette Institute of Technology School of Practical Nursing on October 12, 2023. The materials were available as requested. Faculty is experienced and graduates are successful on the NCLEX-PN as well as in employment settings. The program has good support from the administration. When supplies are needed the administration are very willing to provide the needs of the coordinator.</p> <p>Letter From the President A letter from the president is included which includes the announcement of the new NCSBN CEO, Phil Dickison. See attached article.</p> <p>Cannabis Nursing is recognized by the ANA as a Specialty Nursing Practice. This article is enclosed for informational purposes. Cannabis is becoming more widely used across the United States and is now being recognized as a nursing field. The information also includes the position from NCSBN.</p>	<p>Recommendation was made by Gregory Chiartas that the Fayette Institute of Technology School of Practical Nursing be granted continued Full State Accreditation for a period of three years ending on October 31, 2026. Seconded by Orpha Swiger. All in favor. Motion carried by all.</p>
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<p><b>CLEAR INVESTIGATOR TRAINING</b></p>	<p>Lisa Shiltz and Jennifer Hubbard attended the Investigator and Inspector specialized training program. Both staff members are fully certified in Advanced Investigative Analysis, Advanced Investigative Report Development and Advanced Interviewing. Staff will be happy to respond to any inquiries members may have.</p>	
<p><b>2023 NCSBN BASIC BOARD OF NURSING INVESTIGATOR TRAINING (BBONIT) ROSEMONT, IL</b></p>	<p>Basic Board of Nursing Investigator Training (BBONIT) October 10, 2023-October 12, 2023, Rosemont, IL. Attending Victoria Carter and Jennifer Hubbard. They will be happy to respond to any inquiries members may have.</p>	
<p><b>PURPLE BOOK UPDATE</b></p>	<p>The Purple Book has been updated along with the RN Board. Staff will be happy to respond to any inquiries members may have.</p>	
<p><b>WEBSITE UPDATE</b></p>	<p>Enclosed are just two examples from the new website page. Board staff will pull up the new website online so it can be viewed by Board Members. The link will be <a href="http://www.lpnboard.wv.gov">www.lpnboard.wv.gov</a>.</p>	



<p><b>PREVIOUSLY APPROVED MEETING DATES</b></p>	<p>Thursday, February 15, 2024, at 10:00A.M. Thursday, June 13, 2024, at 10:00A.M. Thursday, October 24, 2024, at 10:00A.M.</p>	<p><b>RECOMMENDATION:</b> The Board approves the meeting date of Thursday, February 13, 2025, as the next meeting date. Also, that the Board contact the RN Board and request a joint meeting. All in favor. Motion carried by all.</p>
<p><b>PROPOSED MEETING DATE</b></p>	<p>Thursday, February 13, 2025, at 10:00A.M.</p>	
<p><b>MISCELLANEOUS SAFETY COMMITTEE</b></p>	<p>No safety issues have been identified.</p>	
<p><b>ADJOURN REGULAR MEETING</b></p>	<p>Regular meeting adjourned at 12:40P.M.</p>	<p>Motion was made by Orpha Swiger to adjourn the meeting. Seconded by Gregory Chiartas. Motion carried by all.</p>

APPROVED BY:

  
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Gregory C. Santos, President

10/19/2023  
Date

PREPARED BY:

  
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Victoria L. Carter Adm. Services Assistant

10/19/2023  
Date

## WV LPN BOARD MEETING ATTENDANCE

DATE: OCTOBER 19, 2023

TIME:

10:00 AM

LOCATION: 101 DEE DRIVE, CHARLESTON WV

Name	Representing	E-Mail
Winnie Ellis	Orpha Swiger	
Tatum Jones	PCTC Nursing Program	
Emily Davis	PCTC Nursing Program	
Rheanna Waugh	PCTC Nursing Program	
Haley Huffman	PCTC Nursing Program	
Mariah Smiley	PCTC Nursing Program	
Chelsea Rhodes	PCTC Nursing Program	
Stephanie White	PCTC Nursing Program	
Patricia McCoy	PCTC PN	pmccof@K12.WV.US
Heather Thumm	PCTC PN Program	heather.thumm@K12.WV.US
Michele Perkins	Mercer County Tech Ed	msperk@K12.WV.US
Tara Stevens	Cabell County CTC PN Program	tara.stevens@wvsec.org
Heather Scarborough	Cabell County CTC PN Program	hscarber@K12.WV.US
Melissa Ash	Cabell County Career Center	mash@K12.WV.US

Name	Representing	E-Mail
Ryan Saxe	CCBOE Small CTE Center	rsaxe@k12.wv.us
Nichole Brunard	FIT	Joy.Robinson@K12.WV.US
Ceresa Pettit	FIT	cpettit@k12.wv.us
Abigail Settle	FIT	abigail.settle.2004@gmail.com
Heaven Lewis	FIT	
Megan Christian	FIT	
Katrina Lewis	FIT	
Ariel Carver	FIT	
Caitlin Malay	FIT	
Chesly Stancill	FIT	Cheslyynn1013@gmail.com
Mary Holbrook	FIT	
Tiffany Boyer	FIT	
Kayla Sears	FIT	
Juniper Dunean	FIT	
Gracie Ferrell	FIT	
Hailley Custer	FIT	

Name	Representing	E-Mail
Maria Champion	FIT	
Tayghari Gelinars	FIT	