

WEST VIRGINIA STATE BOARD OF EXAMINERS  
FOR LICENSED PRACTICAL NURSES

**MINUTES**  
JUNE 13, 2024  
BOARD MEETING

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PPTOPIC	DISCUSSION	DECISION
DATE	June 13, 2024	
MEMBERS & STAFF PRESENT	Orpha Swiger Gregory Chiartas Coralee Hatcher – per phone Francine Kirby-Chittum – per phone Michelle Chapman Lisa Shitz Victoria Carter Jennifer Hubbard	
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 Coralee Hatcher. Motion carried.

<p>APPROVAL OF MEETING MINUTES – FEBRUARY 15, 2024</p>		<p>Motion was made by Orpha Swiger to accept the June 15, 2023, Minutes. Seconded by Coralee Hatcher. Motion carried.</p>
<p>REPORT/DISCIPLINARY REVIEW COMMITTEE</p>	<p>See Attached List. Disciplinary Actions and Consent Agreement Summary of Cases since February 15, 2024, through June 13, 2024. Verbal report of cases completed with the Disciplinary Review Committee.</p>	
<p>BUDGETARY INFORMATION</p>	<p>Expenditures – FY 2024 – Final. The total expenditures third quarter for FY 2024 was \$123,381.15. The Account balance at the end of the second quarter FY2024 was \$311,291.95</p>	
<p>REPORT OF PURCHASING CARD EXPENDITURES</p>	<p>Per requirements of the Auditor’s Office copies of the Purchase card log for the months February 2024 through June 2024. Staff will be happy to respond to any inquiries Board members may have regarding these expenditures.</p>	

<p>NCLEX-PN – TESTING RESULTS – AS OF MAY 31, 2024</p>	<p>NCLEX-PN – Testing Results – as of May 31, 2024. Summery results for the quarter ending March 31, 2024, were listed. These indicate that the passing rate for the West Virginia candidates for the quarter ending March 31, 2024, was 93.18%. Records reflect 44 West Virginia candidates with 41 passing. The national passing average for the quarter ending March 31, 2024, was 91.10%. The state is above the National Average. Also, provided is a listing of individual schools passing rates in WV. The resuming of school accreditation visits seems to have helped increase accountability for the LPN programs increasing NCLEX testing results. Staff will be happy to respond to any inquiry members may have regarding this concern.</p>	
<p>NATIONAL COUNCIL STATE BOARD OF NURSING (NCSBN)</p>	<p>Mid-Year Meeting – The information that Lisa Shiltz provided us is that the new CEO, Phillip Dickison, is really strong and working toward AI (Artificial Intelligence) integration into regulation and they are also making some improvements with our ORBS system. There is a new work-force model to</p>	

	<p>allow more data to be available regularly the workforce of Nursys system in collaboration with the ORBS system combined. Also, we are working on trying to focus on the increase in the nurse-to-patient relationships. So, there has been a big decline of time with the patient, so we need to focus in the moment so if it is two minutes that you're with that patient that your focus is strictly with that patient. Overall, we are going to see some changes with the ORBS system, they are integrating the new cellphone usage so that it will be compatible with Apple and Android. Which has not been all this time, so the implementation tentative date is November of 2024. This should help a lot of people that we receive feedback from that they don't have access to a desktop computer or laptop.</p> <p>2024 IT/Operations Conference – Information. The information that Jennifer Hubbard shared was that what stood out to her from the IT conference was the talk of AI and blockchains which is a system in which a record of transactions and contractual commitments are maintained across computers that are linked in a peer-to-peer network. You can look at the blockchain and see evidence of what's going on. The Blockchain also</p>	
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	<p>enhances security and prevents fraudulent claims, which was discussed in the midyear meeting again about nightingale. There were also discussions on VR and simulation technologies that will provide immersive, practical training experiences for our nurses.</p> <p>The Annual Meeting in Chicago, IL, August 27-30, 2024, will be updated at our next Board meeting after it has happened. Lisa Shiltz and Jennifer Hubbard are attending.</p>	
<p>NLC UPDATE</p>	<p>Currently 42 states have enacted the NLC and have implemented the compact. Currently 8 states have Legislation pending to implement the compact. PA and Virgin Islands have enacted NLC and is awaiting implementation of legislation with a projected date of November 2024 implementation. The staff is happy to respond to the impact the compact has made on the Board staff.</p>	
<p>WVNA</p>	<p>Legislative Dinner. Michelle Chapman attended the dinner and was on the panel. There were 4 legislators and 2 senators. They discussed the reason the House Bill 5105 was vetoed. This was the Bill about vaccinations. It was never taken into account that children that were home</p>	

<p>SCHOOLS OF PRACTICAL NURSING</p>	<p>schooled were still going to be out and, in the community, around other children.</p> <p>LPN Career Center-For LPN employers to advertise. There is a new resource out there for LPN employers to advertise for LPN's and for LPNs to seek new employment through a new website.</p> <p>Nurse's Day at the Capital will be March 31, 2025-Unity Day.</p> <p>Cabell County Career Technology Center</p> <p>Cabell County Career Technology Center requested to start a new Practical Nursing Program. Each member of the Board was supplied with a copy of the schools' curriculum for a new program. The school was closed after their last class graduated in September 2023 due to noncompliance with series 10 Rules. The school has now requested to reopen under the direction of a new coordinator who assisted the last class in completion. The class was successful with a 100% pass rate, 9 out of 9.</p>	<p>Recommendation was made by Orpha Swiger that Cabell County Career Technology Center be granted permission to reopen the new program and begin enrollment with 20 students or less. 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>
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<p>MERCER COUNTY SCHOOL OF PRACTICAL NURSING</p>	<p>Recommendation that Cabell County Career Technology Center be granted permission to reopen the new program and begin enrollment with 20 students or less.</p> <p>Mercer County School of Practical Nursing. The lab is small with two beds and two mannequins, but students rotate through. They had 9 NCLEX failures with an overall score of 72.73% below the national average of 86.68%. The Teas score being accepted was 40 for the students that did not pass the NCLEX. The students were very complimentary of the staff and their knowledge. The graduates are very successful in gaining employment prior to graduating. Students are very positive about their experience at Mercer County LPN Program. Needs a secretary in nursing for 20 hours.</p> <p>Recommendation that the Mercer County School of Practical Nursing needs to increase the TEAS scores to 50 over the next year with an ultimate goal of 55 as an acceptable level. Mercer County be granted full state accreditation for a period of three years ending February 28, 2027.</p>	<p>Recommendation was made by Coralee Hatcher that Mercer County School of Practical Nursing needs to increase the TEAS scores to 50 over the next year with an ultimate goal of 55 as an acceptable level. Mercer County School of Practical Nursing be granted continued Full State Accreditation for a period of three years ending February 28, 2027. Seconded by Orpha Swiger. All in favor. Motion carried by all.</p>
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<p>JAMES RUMSEY TECHNICAL INSTITUTE SCHOOL OF PRACTICAL NURSING</p>	<p>James Rumsey Technical Institute School of Practical Nursing. The Board received an empty envelope with no thumb drive. James Rumsey, the program did not submit any documentation for the accreditation visit, despite multiple attempts to obtain them by the Board. The Board did a site visit to assist and educate regarding the NCLEX and licensure process for the current students. The program coordinator and instructor have submitted their resignation letters but have agreed to wait until the students graduate. James Rumsey submitted a letter of intent to close the practical nursing school program at the end of the current practical nursing class 2023-2024 school year due to ongoing staffing constraints and unforeseen circumstances.</p>	<p>Recommendation was made by Orpha Swiger that James Rumsey Technical Institute Practical Nursing Program to close July 1, 2024. Seconded by Coralee Hatcher. All in favor. Motion carried by all.</p>
<p>MINGO EXTENDED LEARNING CENTER SCHOOL OF PRACTICAL NURSING</p>	<p>Mingo Extended Learning Center School of Practical Nursing. The program has been making improvements with the new program coordinator. The NCLEX pass rates have been increasing with 18 students</p>	<p>Recommendation was made by Coralee Hatcher that Mingo Extended Learning Center School of Practical Nursing be placed on Provisional State Accreditation for a period of one year in order to permit</p>



	<p>and 2 failures 89%, but the completion rates are low at 40%. They need a master plan calendar and to create and give students monthly calendars. The syllabi theory and clinical hours do not match the outline and the other course integration and course outline needs to be included and hours reflected to match current curriculum. The informational lesson plans (ILP) need to reflect what is being taught in the classroom and not the generic ILP sent from the book company. The Board recommends a minimum TEAS score of 60, but the program has been accepting students with scores from 38 and up. The students are very happy with the program and the faculty. There needs to be more collaboration with building administrator. The administrator has been doing evaluations of the courses and instructors. The Board explained the program coordinator needs to evaluate the program's curriculum and clinical sites and then collaborate with the instructor to see if changes need to be done. The building administrator agreed to cooperate and have more collaboration with the program coordinator to make the program successful. The program needs to have a designated secretary in the nursing department for 20 hours a week.</p>	<p>time to correct the above information. The Board will make a visit in six months to evaluate the programs progress. One year ending on April 04, 2025. Seconded by Orpha Swiger. All in favor. Motion carried.</p>
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PROPOSED MEETING DATE	Thursday, October 16, 2025, at 10:00A.M.	Approved by common consent.
MISCELLANEOUS	No safety issues have been identified.	
ELECTION OF OFFICERS	According to the Bylaws of the Board, officers may serve two consecutive years in the same office. Gregory Chiaras, President, Orpha Swiger, Vice President and Coralee Hatcher, Secretary have all served two terms.	Recommendation was made by Orpha Swiger to nominate Coralee Hatcher for President. Motion seconded by Francine Kirby-Chittum. All in favor by accumulation. Motion carried. Recommendation was made by Coralee Hatcher to nominate Francine Kirby-Chittum for Vice President. Motion seconded by Orpha Swiger. All in favor by accumulation. Motion carried. Recommendation was made for Gregory Chiartas to nominate Orpha Swiger for Secretary. Seconded by Francine Kirby-Chittum. All in favor by accumulation. Motion carried.
ADJOURN REGULAR MEETING	Regular meeting recessed at 11:00A.M.	Motion by Coralee Hatcher to adjourn Regular meeting. Seconded by Orpha Swiger.
RECESS REGULAR MEETING	Chapter 6 Article 9A Section 4(2)(B)(12) of the Code of West Virginia provides for	

	<p>Executive Sessions to be held by governmental agencies to discuss any matter which, by express provision of Federal Law or state statute or rule of court rendered confidential, or which is not considered to be a public record within the meaning of the freedom of information act as set forth in article one, chapter twenty-nine-b of this code. Chapter 6 Article 9A Section 4(2)(A) of the Code of West Virginia provides for Executive Sessions to be held by governmental agencies to consider personnel matters. All motions arising from the discussion during the executive session shall be made and voted upon in a open meeting immediately following an executive session.</p> <p>To proceed to executive session the following motion must be made and approved:</p> <p>“In accordance with Chapter 6, Article 9A, Section 4(2)(A), I move that the Board recess and reconvene in an Executive Session for the purpose of discussing personnel matters”</p> <p>Recessed Regular Meeting at 11:3</p>	
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<p>EXECUTIVE SESSION CALLED TO ORDER 11:45A.M.</p>	<p>According to Bylaws of the Chapter 6 Article 9A Section 4(2)(B)(!2) of the Code of West Virginia provides for Executive Sessions to be held by governmental agencies to discuss any matter which, by express provision of Federal Law or state statute or rule of court rendered confidential, or which is not considered to be a public record within the meaning of the freedom of information act as set forth in article one, chapter twenty-nine-b of this code. Chapter 6 Article 4(2)(A) of the Code of West Virginia provides for Executive Sessions to be held by governmental agencies to consider personal matters. All motions arising from the discussion during the executive session shall be made and voted upon in an open meeting immediately following an executive session.</p> <p>To proceed to executive session the following motion must be made and approved:</p> <p>“In accordance with Chapter 6, Article 9A, Section 4(2)(A), I move that the Board recess and reconvene in an Executive Session for the purpose of discussing personnel matters”</p>	<p>Called to order by Gregory Chiartas. Seconded by Coralee Hatcher. Motion carried.</p>
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<p>STAFF CONSIDERATIONS</p>	<p>Executive Session called to order at 12:00P.M.  Evaluation of staff as conducted by the Executive Director, Michelle Chapman. Copies will be provided to members of the Board. Members are asked to discuss options regarding individual raises for the following employees: Michelle Chapman, Lisa Shiltz, Victoria Carter and Jennifer Hubbard. The Board granted pay raises for a 5% increase for all staff.</p>	<p>Motion Made by Coralee Hatcher to approve raises. Seconded by Orpha Swiger. Motion carried.</p>
<p>ADJOURN EXECUTIVE SESSION</p>	<p>Executive Session adjourned at 12:15P.M.</p>	<p>Motion made to adjourn by Coralee Hatcher. Motion Carried</p>

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APPROVAL BY:

Coralee Hatcher

Coralee Hatcher, President

07/15/2024

Date

PREPARED BY:

Victoria L. Carter

Victoria L. Carter Adm. Services Assistant

07/15/2024

Date