

**Maryland Board of Nursing**  
**4140 Patterson Avenue, Baltimore, MD 21215**

**Open Session Board Meeting Minutes**  
**July 22, 2020**

**(Conference Call-In Information: 1-240-454-0887 PIN: 161 211 7115)**

Name	Title	Present	Absent
<b>Board Members</b>			
Gary Hicks, RN	RN Member—Nurse Clinician, Board President	X	
Bonnie C. Oettinger, RN, MGA	RN Member—Delegating Nurse, Board Secretary	X	
Emalie J. Gibbons Baker	RN Member—APRN	X	
Charles Neustadt	Consumer Member	X	
Ann Turner, RN	RN Member—Acute Care	X	
Damare Vickers, LPN	LPN Member		X
Brenda Overton, RN	RN Member—Practical Nursing Educator	X	
Lois Rosedom-Boyd	Consumer Member	X	
Jocelyn Lyn-Kew, LPN	LPN Member	X	
Mariah Dillon, RN	RN Member—APRN	X	
Jenell Steele, RN	Licensed Nurse Member	X	
Gregory David Raymond, RN	RN Member—Nurse Administrator	X	
Laura V. Polk, Ph.D., RN	RN Member—Associate Degree Nursing Educator		X
Jennette Logan, DNP, RN	RN Member—Baccalaureate Nursing Educator	X	
Audrey Cassidy	Consumer Member		X
M. Dawne Hayward, RN	RN Member—Delegating Nurse	X	
<b>Board Counsel</b>			
Katherine Giblin	AAG	X	
Lindsey Snyder	AAG	X	
Michael Conti	AAG	X	
<b>Board Staff</b>			
Karen E. B. Evans, MSN, RN-BC	Executive Director	X	
Rhonda Scott	Director of Discipline and Compliance/ Deputy Director	X	
Ciara Lee	Executive Assistant	X	
Karen M. Brown	PIA Coordinator		
Lakia Jackson	Paralegal	X	

Subject	Responsible Party	Discussion	Action Due Date (Assigned to)	Results
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Vacant	Director of Legislative Affairs		
Amber Havens	Discipline and Compliance	X	
Karen Hatwood	Compliance Coordinator		X
Patricia Kennedy, Ed.D., RN	Director of Education	X	
Dr. Sheila Green	Educational Consultant	X	
Avis Ward	Exams Coordinator		X
Vacant	Director of Licensure and Certification		
Vacant	Director of Complaints and Investigations		
Monica J. Mentzer, MPH, BSN, RN	Director of Practice	X	
Vacant	Direct Entry Midwives Advisor		
Chima Obinna	Director of Background Review	X	
Tyera Sheppard, BS	Director of Administrative Services	X	
Marvin R. Bell	Director of Information Technology		X
Brian Stallsmith	IT	X	
Vacant	Director of Operations		
Jaray Richardson	Manager of Certification Division		X
Shetarah Goodwin	HR Liaison and Manager of Licensure	X	
Sara Tongue	Investigations	X	
Tonya Spruill	Safe Practice Committee	X	

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Call to Order	Gary Hicks, Presiding Officer	<p>The meeting was called to order at 9:00 a.m.</p> <p>A. Roll Call and declaration of quorum</p>	N/A	Motion to go into open session: Steele 2 <sup>nd</sup> : Rosedom-Boyd Motion passed unanimously.
	Karen Evans, Executive Director	<p>B. Board of Nursing Updates</p> <p>1. United States Department of Education (USDOE) Board status:</p> <ul style="list-style-type: none"> <li>• Recognition is <u>voluntary</u>.</li> <li>• Currently appealing the decision of suspension; pursuing to obtain recognition back.</li> <li>• The Board continues to be the regulatory agency for the State as far as approving nursing programs and CNA/GNA programs.</li> <li>• This does not affect constituents or organizations' status in MD in any way.</li> </ul>	N/A	N/A

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		<p>2. Licensure Issues</p> <ul style="list-style-type: none"> <li>• Request for constituents and facilities to understand the process of licensure and to stop sending repetitive emails to each department--- this hinders Board staff from helping others efficiently to obtain their license.</li> <li>• Quick informal overview of licensure process: Individual applies to the Board of Nursing; the individual must complete a background check at the same time or within the same week. Background checks must be done first because tracking numbers from that background check are needed for the MBON application. Application is then</li> </ul>		

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		<p>sent back to the school for further approval. Next, the authorization to test (ATT) is distributed to individual. Once MBON has received the application, the 'Look Up a License' feature on the website will display "pending application" for that individual until the student has taken and passed the NCLEX exam. A license will be issued upon a completed application, a clear background, and passed exam results.</p> <ul style="list-style-type: none"> <li>• MBON only has 90 days to access background results from CJIS. Once those 90 days have passed, a request for resend must be submitted to CJIS, which can take up to 2 weeks to receive if found. If background</li> </ul>		

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		<p>results are not in CJIS system, applicant must redo their background.</p> <ul style="list-style-type: none"> <li>• Applicants will not receive their license instantly after passing their exam--- MBON has to wait for Pearson Vue to send results.</li> <li>• The Board has relaxed a lot of rules during this pandemic for nursing graduates ---nursing graduates can apply and obtain a temporary license. Pressure from facilities is not fair on the Board.</li> </ul> <p>3. Executive Orders – Public Notice and Communication from the Board (dated 3/24/2020) can be found on MBON’s website under “Breaking News” heading (shows what’s been done to waive things related to practice).</p> <p>4. MBON has lost 3 directors within 60 days, but is</p>		

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		<p>continuing to cover other teams and provide great customer service to the best of its ability at this time.</p> <p>C. Review of Open Session Minutes (Pulled)</p>	N/A	N/A
Consent Agenda		<p><i>Items B-D were reviewed and recommended for approval by the CAN Advisory Committee and Practice and Education Committee.</i></p> <p>A. Initial Certified Nursing Assistant (CNA) Training Program Seeking Board Approval: None</p> <p>B. Renewal of Approved Certified Nursing Assistant (CNA) Training Programs:</p> <ol style="list-style-type: none"> <li>1. Wor-Wic Community College (CNA/GNA)</li> <li>2. North Point High School for Science, Technology, and Industry (CNA)</li> </ol> <p>C. Approval for Faculty for Certified Nursing Assistant (CNA) Training Programs</p>	N/A	<p>Motion to approve the consent agenda:  Polk  2<sup>nd</sup>: Steele  Motion passed unanimously.</p>

Subject	Responsible Party	Discussion	Action Due Date (Assigned to)	Results
		<ol style="list-style-type: none"> <li>1. Tracy L. Hunter, RN (Multistate VA 0001284323) Wor-Wic Community College</li> <li>2. Mary Ellen Holt, (R048424) Genesis Healthcare, Catonsville Center</li> <li>3. Mary Ellen Holt (R048424) Genesis Healthcare, Chesapeake Woods Center</li> <li>4. Mary Ellen Holt (R048424) Genesis Healthcare, Corsica Hills Center</li> <li>5. Mary Ellen Holt (R048424) Genesis Healthcare, Cromwell Center</li> <li>6. Mary Ellen Holt (R048424) Genesis Healthcare, Franklin Woods Center</li> <li>7. Mary Ellen Holt (R048424) Genesis Healthcare, Hammonds Lane Center</li> <li>8. Mary Ellen Holt (R048424) Genesis Healthcare, PowerBack Rehabilitation, Brightwood Center</li> <li>9. Mary Ellen Holt (R048424) Genesis Healthcare, Salisbury Rehabilitation and Nursing Center</li> </ol>		



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		<p>10. Mary Ellen Holt (R048424) Genesis Healthcare, Severna Park Center</p> <p>11. Mary Ellen Holt (R048424) Genesis Healthcare, Spa Creek Center</p> <p>12. Hamid Al-Hasib (R147685) Genesis Healthcare, Waugh Chapel Center</p> <p>D. Approval for Change or Addition of Clinical Site for Approved Certified Nursing Assistant Training Program</p> <p>1. Wor-Wic Community College CNA/GNA Training Program requests to add Deer's Head Hospital Center, 351 Deer's Head Hospital Road, Salisbury, MD, as an additional clinical site for students to complete the clinical training hours for CNA/GNA Training Program.</p>		
Education	Dr. Patricia Kennedy	<i>Items 4A-B were reviewed and recommended for approval by the Practice and Education Committee.</i>		

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	Dr. Sheila Green	<p>A. Chesapeake College, Director of Nursing, Heather V. Westerfield, DNP, CNE, CMSRN</p> <p>B. Hood College Nursing Program Curriculum Revision, Fall 2020</p>	<p>N/A</p> <p>N/A</p>	<p>Motion to accept recommendation to approve Dr. Heather Westerfield as the director of nursing for Chesapeake College: Oettinger 2<sup>nd</sup>: Polk Motion passed unanimously.</p> <p>Motion to accept the recommendation for approval of curriculum revision: Raymond 2<sup>nd</sup>: Turner Motion passed unanimously.</p>
Practice and Certification	Monica Mentzer	None	N/A	N/A
Licensure	Shetarah Goodwin	June 2020 Monthly Statistics provided.	N/A	N/A
Legislative Affairs	Rhonda Scott	A. 2020 Legislative Session Bill Summary provided.	N/A	N/A

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Direct Entry Midwives and Electrology	Monica Mentzer	None	N/A	N/A
Quarterly Reports	Amber Havens-Bernal Tonya Spruill Monica Mentzer Monica Mentzer Monica Mentzer Karen Evans Sara Tongue Chima Obinna Tyera Sheppard	A. Discipline and Compliance Programs (Probation & Discipline) B. Safe Practice Committee C. CNA Advisory Committee D. Direct Entry Midwifery Advisory Committee E. Electrology Practice Committee F. Practice and Education Committee G. Investigations Status Report H. Background Review I. Fiscal Management Report	N/A	N/A
Other		Chima Obinna's last day at the Board of Nursing	N/A	N/A

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Audience Inquiry	Karen (NLN) from GBMC	<p>Inquiries regarding pending nursing license for several months. Discussion included what to expect moving forward regarding turnaround time, when facilities can expect a return to normal timeframe for pending to active licenses, and the communication notifying students/nursing graduate applicants of background status.</p> <p>Ms. Karen from GBMC was advised on the initial license process for nursing graduates, provided with the correct implication of “pending status” for applications, reminded of the 90-day period for MBON to access background results from CJIS, the temporary license option, and \$40.00 fee for nursing graduates. The turnaround time for a nursing graduate to be licensed depends on the interconnectivity of multiple agencies--MBON, CJIS, Pearson Vue, and the applicant. Facilities are directed to review the given Executive orders to do what is best for their employees.</p>	N/A	N/A
Adjournment	Board	Gary Hicks walked through the written statement that is required by the Open Meetings Act.	N/A	At 10:17 a.m., motion to close open session pursuant to the statutory authority and

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				reasons cited in the written statement: Polk 2 <sup>nd</sup> : Rosedom-Boyd Motion passed unanimously.
Summary of July 22, 2020 Closed Session pursuant to the Open Meetings Act	N/A	<p>Closed session was held from 11:22 a.m. to 12:50 p.m. at 4140 Patterson Avenue, Baltimore MD 21215. The same Board members present for the open session were present for the closed session (unless recused from a particular matter). The authority for the closed session was Md. Code Ann., Gen. Prov. § 3-305(b)(13) in order to discuss confidential matters involving applicants for licensure/certification that are prohibited from public disclosure pursuant to Md. Code Ann., Health Occ. § 8-303(f), Health Occ. §§ 1-401 <i>et seq.</i>, and/or Gen. Prov. § 4-333. The topics actually discussed were confidential matters involving applicants for licensure/certification.</p> <p>[During the closed session, the Board also performed quasi-judicial and administrative functions involving disciplinary matters that are not subject to the Open Meetings Act.]</p>	N/A	<p>The Board voted to take the following actions regarding confidential matters involving applicants:</p> <ul style="list-style-type: none"> <li>• Deny certification to 1 MT applicant;</li> <li>• License 1 RN applicant;</li> <li>• Take no action regarding 2 RN applicants.</li> </ul>