

**NEW JERSEY  
STATE BOARD OF NURSING**

**MINUTES  
REGULAR OPEN BOARD MEETING**

**January 20, 2004**

A meeting of the New Jersey State Board of Nursing was held on January 20, 2004 in the Essex Conference Room, 7th Floor, 124 Halsey Street, Newark, New Jersey. Maris Lown, Board President, called the meeting to order at 9:30 a.m.

**ROLL CALL**

**PRESENT**

Board Members: Noreen D'Angelo, Leo-Felix Jurado, Virginia McKenney, Maris Lown, Veronica McGreevey, Cecilia West, Margaret M. Kirchhoff, Muriel M. Shore and Ronald H. Carr.

**ALSO PRESENT**

George J. Hebert, Acting Executive Director, New Jersey Board of Nursing; Barbara Byers, Administrative Analyst; Charles Manning, Regulatory Analyst, Division of Consumer Affairs; Deputy Attorney(s) General: Darlene Lapola and Victoria Manning.

**NOT PRESENT**

Board Member(s): Sylvia C. Edge, Nelson Tuazon and Karen Rodriguez

**A QUORUM WAS DECLARED PRESENT**

In accordance with Chapter 231 of P.L. 1975, more commonly referred to as the Sunshine Law, adequate notice of this meeting was provided by mailing on January 2, 2004. A schedule of all 2004 Regular Open Board Meetings to be held during 2004 was provided to the Office of the Secretary of State, Star Ledger, Trenton Times, The New York Times, Camden Courier Post and The Philadelphia Inquirer. The schedule has also been posted on the Bulletin Board at the New Jersey State Board of Nursing Office.

A reading and approval of the January 20, 2004 Regular Board Meeting Amended Agenda. The Amendment was the addition of the report of the Search Committee and include a discussion of personnel issues.

**THE BOARD, UPON A MOTION MADE BY MURIEL M. SHORE AND DULY SECONDED BY CECILIA WEST, VOTED TO APPROVE THE REGULAR BOARD MEETING AGENDA OF JANUARY 20, 2004 AS AMENDED. THE MOTION CARRIED.**

**BOARD MEMBERS: VIRGINIA MCKENNEY AND LEO-FELIX JURADO WERE NOT PRESENT FOR THE VOTE.**

A reading and approval of the minutes for the Regular Board Meeting of November 18, 2003.

**THE BOARD, UPON A MOTION MADE BY CECILIA WEST AND DULY SECONDED BY**

**MARGARET M. KIRCHHOFF, VOTED TO APPROVE THE MINUTES OF THE REGULAR BOARD MEETING OF NOVEMBER 18, 2003. THE MOTION CARRIED.**

**BOARD MEMBERS: VIRGINIA MCKENNEY AND LEO-FELIX JURADO WERE NOT PRESENT FOR THE VOTE.**

A reading and approval of the executive session minutes for the Regular Board Meeting of November 18, 2003.

**THE BOARD, UPON A MOTION MADE BY NOREEN D'ANGELO AND DULY SECONDED BY CECILIA WEST, VOTED TO APPROVE THE EXECUTIVE SESSION MINUTES OF THE REGULAR BOARD MEETING OF NOVEMBER 18, 2003. THE MOTION CARRIED.**

**BOARD MEMBERS: VIRGINIA MCKENNEY AND LEO-FELIX JURADO WERE NOT PRESENT FOR THE VOTE.**

### **REPORT OF THE BOARD PRESIDENT - MARIS LOWN:**

Maris Lown reported:

George Hebert and Maris Lown met with Baccalaureate Educators to discuss the Education Regulations.

### **REPORT OF THE ACTING EXECUTIVE DIRECTOR - GEORGE J. HEBERT:**

George J. Hebert reported:

Sexual Assault Nurse Examiners Regulations (SANE) - comments were reviewed and the Board staff will be developing a certification process.

Massage, Bodywork and Somatic Therapy Regulations- comments were reviewed at the January 7, 2004 meeting and will continue during the next meeting and the Board staff will be developing a certification process.

Number of applicants for renewal for the year 2003 - CHHAs are currently at 79.4 8% to have been completed. For the nursing community 91.22% who have be renewed. For endorsement applicants 3,769 RNs and 131 LPNs. Through examination we have licensed 2,305 RNs and 760 LPNs.

Sagem Morpho - currently doing the criminal history background checks on nurses and is caught up from the backlog during the month of December 2003. The turn around time has been reported from 5 to 10 days for the background checks to be completed.

Nurse Licensure Compact - Darlene Lapola, Deputy Attorney General is working with the regulations for the justification. The information service department is working with the National Council of State Boards of Nursing to review the data transfers.

Appearances -to attending the following events:

January 23, 2004 - to meet with Diploma Educator Group in Princeton, NJ.( George Hebert and Maris Lown)

2. February 18-19, 2004 NCSBN PR&E Subcommittee Meeting  
(George Hebert)

3. April 2, 2004 - the NJAC Convention.  
(George Hebert)

4. April 7, 2004 - SANE Regulations meeting

(George Hebert)

5. April 21-23, 2004 - NCSBN Executive Officer Development Workshop (George Hebert)

April 29-30, 2004 - NCSBN PR&3 Subcommittee Meeting. (George Hebert)

2004 Board Workshop Retreat - Mr. Bucolo from Chicago, IL has conducted a workshop for NCSBN. George Hebert has been in contact with 1Mr. Bucolo and would like for him to be brought in as the speaker for this year. The fees have gone up over the years and would like for the Board to consider bringing in a speaker for the cost of \$3,000.00.

**THE BOARD, UPON A MOTION MADE BY MURIEL M. SHORE AND DULY SECONDED BY RONALD H. CARR, VOTED TO APPROVE THE APPEARANCES OF THE BOARD PRESIDENT, ACTING EXECUTIVE DIRECTOR AND THE FEES OF THE GUEST SPEAKER FOR THE BOARD ANNUAL WORKSHOP RETREAT. THE MOTION CARRIED.**

**BOARD MEMBERS: VIRGINIA MCKENNEY AND LEO-FELIX JURADO WERE NOT PRESENT FOR THE VOTE.**

**COMMITTEE MINUTES:**

**BUDGET & FINANCE:**

No report.

**NURSING EDUCATION:**

Leo-Felix Jurado reported:

The committee met on January 13, 2004 to discuss the following issues:

**Accreditation Self Study Review Fairleigh Dickinson University**

The program Self Study Report was reviewed, additional information will be requested in order to determine compliance with N.J.A.C. 13:37-1 Programs in Nursing Education.

New Program Application, Merit Technical Institute, Part II

Upon review of Part II of the application to establish a Practical Nurse program,

**THE BOARD, UPON A MOTION MADE BY LEO-FELIX JURADO AND DULY SECONDED BY CECILIA WEST, VOTED TO APPROVE PART II OF THE PROGRAM APPLICATION FOR MERIT TECHNICAL INSTIUTE TO ESTABLISH A PRACTICAL NURSE PROGRAM PENDING RECEIPT OF THE FOLLOWING DOCUMENTATION:**

Revised the Program Outcomes to reflect a consumer orientation with measurable indicators.

Edit the Philosophy Statements 4, 5 and 6 for grammar.

Submit a Systematic Plan of Evaluation that reflects program outcomes.

Submit a curriculum plan that identifies weeks and time sequences.

Refine and edit the Philosophy Statement, course descriptions and all curriculum documents that will be distributed to students.

Consider providing faculty with continuing education in test development, implementation and evaluation.

Consider revising the graduate survey to include evaluation of the program objectives.

**THE MOTION CARRIED.**

New Program Application, Best Care Training Institute, Part II

Upon review of Part II of the application to establish a Practical Nurse program,

**THE BOARD, UPON A MOTION MADE BY LEO-FELIX JURADO AND DULY SECONDED BY MARGARET M. KIRCHHOFF, VOTED TO APPROVE PART II OF THE PROGRAM APPLICATION FOR BEST CARE TRAINING INSTITUTE PENDING RECEIPT OF THE FOLLOWING DOCUMENTATION:**

A letter identifying the name and credentials of the program Director in compliance with N.J.A.C. 13:37-1.6 Qualifications of Program Administrator. Provide the Board with the faculty's definition of Health to be used within the program's philosophical statement. Submit to the Board, Curriculum Vitae for the Program Director and all faculty members.

**THE MOTION CARRIED.**

**New Program Application, Hudson County Community College, Part I**

Part I of the application to establish a Practical Nurse program was reviewed. The program director was commended for providing a clear, concise proposal.

**THE BOARD, UPON A MOTION MADE BY LEO-FELIX JURADO AND DULY SECONDED BY VERONICA MCGREEVEY, VOTED TO APPROVE PART I OF THE APPLICATION FOR HUDSON COUNTY COMMUNITY COLLEGE TO ESTABLISH A PRACTICAL NURSE PROGRAM AND TO GRANT PERMISSION TO PURSUE THE DEVELOPMENT OF THE PROPOSED PROGRAM. THE MOTION CARRIED.**

**Accreditation Self Study Review Atlantic Cape Community College**

The program Self-Study Report was reviewed; additional information will be requested in order to determine compliance with N.J.A.C. 13:37-1 Programs in Nursing Education.

**THE BOARD, UPON A MOTION MADE BY CECILIA WEST AND DULY SECONDED BY VERONICA MCGREEVEY VOTED, TO APPROVE THE EDUCATION COMMITTEE MEETING MINUTES OF JANUARY 13, 2004. THE MOTION CARRIED.**

**THE BOARD, UPON A MOTION MADE BY VERONICA MCGREEVEY AND DULY SECONDED BY MARGARET M. KIRCHHOFF, VOTED TO ADD A CLOSED SESSION AGENDA ITEM TO DISCUSS PENDING DISCIPLINARY MATTERS. THE MOTION CARRIED.**

**THE BOARD, UPON A MOTION MADE BY LEO-FELIX JURADO AND DULY SECONDED BY VERONICA MCGREEVEY, VOTED TO SEND LETTERS TO SALEM COMMUNITY COLLEGE REFLECTING THE COMMITTEE'S FINDINGS. THE MOTION CARRIED.**

**3. LEGISLATIVE REVIEW PANEL:**

Ronald Carr reported:

The committee met on November 7, 2003 and the minutes were approved on November 18, 2003. The committee discussed A2523 at great length and it requires additional time to resolve outstanding issues.

**THE BOARD, UPON A MOTION MADE BY VIRGINIA MCKENNEY AND DULY SECONDED BY VERONICA MCGREEVEY VOTED TO APPROVE THE LEGISLATIVE REVIEW PANEL REPORT**

**OF JANUARY 20, 2004. THE MOTION CARRIED.**

#### **4. NURSING PRACTICE:**

No report.

#### **5. REGULATORY COMMITTEE:**

**Muriel M. Shore reported:**

The committee met on November 18, 2003 to discuss the following issues:

##### **Committee Regulations flow Sheet:**

The Committee Regulations Flow Sheet was reviewed by the committee.

##### **Continuing Education:**

Will be presented at the next available Regulatory Committee Meeting.

##### **Medication Delegation Rule:**

Will be discussed further at the next available Regulatory Committee Meeting.

##### **Mandatory Reporting: Guidelines for Reporting:**

The committee will address this at the February meeting. Deputy Attorney General Kathryn Schwed will be invited to participate in the discussion.

##### **Correspondence:**

FYI, Council on Accreditation of Nurse Anesthesia Educational Programs (COA)

**THE BOARD, UPON A MOTION MADE BY MURIEL M. SHORE AND DULY SECONDED BY LEO-FELIX JURADO, VOTED TO APPROVE THE REGULATORY COMMITTEE MEETING MINUTES OF NOVEMBER 18, 2003. THE MOTION CARRIED.**

The committee met on January 13, 2004 to discuss the following issues:

##### **Committee Regulations Flow Sheet:**

The Committee Regulations Flow Sheet was reviewed by the committee.

##### **Delegation Rule:**

This issue was discussed by the committee, and will be recommended to the full Board for approval.

##### **Medication Delegation Rule:**

This issue will be discussed further at the next available Regulatory Committee Meeting.

##### **Continuing Education:**

This issue will be discussed further at the next available Regulatory Committee Meeting.

**THE BOARD, UPON A MOTION MADE BY MURIEL M. SHORE AND DULY SECONDED BY**

**CECILIA WEST, VOTED TO APPROVE THE REGULATORY COMMITTEE MEETING MINUTES OF JANUARY 13, 2004. THE MOTION CARRIED.**

Charles Manning discuss the following issues:

**1. Subchapter 6 Nursing Procedures (Delegation and Supervision 13:37-7.1)**

**THE BOARD, UPON A MOTION MADE BY MURIEL M. SHORE AND DULY SECONDED BY CECILIA WEST, VOTED TO APPROVE THE DELEGATION RULE WITH CHANGES. THE MOTION CARRIED.**

**2. Endorsement Rules**

**THE BOARD, UPON A MOTION MADE BY NOREEN D'ANGELO AND DULY SECONDED BY VERONICA MCGREEVEY, VOTED TO APPROVE THE ENDORSEMENT RULES WITH CHANGES. THE MOTION CARRIED.**

**BOARD MEMBER: LEO-FELIX JURADO OPPOSED.**

**6. SEARCH COMMITTEE:**

Maris Lown reported:

The Board Committee has concluded its process in interviewing candidates for the Executive Director's position for the NJ Board of Nursing. There are two candidates that will be brought before the Board further interviewing and discussion.

**OPEN FORUM:**

Maris Lown asked the public to share with the Board of Nursing any concerns, issues, or questions. Individuals who spoke on the CRNA Regulations were:

Alma Saravia, Attorney for the New Jersey Association of Nurse Anesthetists Carolyn Torre, Director of Practice of the New Jersey State Nurses Association

**THE BOARD, UPON A MOTION MADE BY RONALD H. CARR AND DULY SECONDED BY NOREEN D'ANGELO, VOTED TO GO INTO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING PERSONNEL ISSUES AND PENDING COMPLAINTS AGAINST NURSING PROGRAMS. THE MOTION CARRIED.**

**ADJOURNMENT:**

On January 20, 2004 the Regular Open Business Board Meeting was adjourned at 1:00 p.m. The next Regular Open Business Meeting will be held on February 17, 2004.

**THE BOARD, UPON A MOTION MADE BY RONALD H. CARR AND DULY SECONDED BY CECILIA WEST, VOTED TO ADJOURN THE REGULAR BOARD MEETING OF JANUARY 20, 2004. THE MOTION CARRIED.**

**THE BOARD, UPON A MOTION MADE BY RONALD H. CARR, AND DULY SECONDED BY MURIEL M. SHORE, VOTED TO RE-CONVENE THE BOARD MEETING. THE MOTION CARRIED.**

**THE BOARD, UPON A MOTION MADE BY RONALD H. CARR AND DULY SECONDED BY VERONICA MCGREEVEY, VOTED TO GO INTO CLOSED SESSION TO DISCUSS PERSONNEL**

**ISSUES. THE MOTION CARRIED.**

**THE BOARD, UPON A MOTION MADE BY LEO-FELIX JURADO AND DULY SECONDED BY CECILIA WEST, VOTED TO ADJOURN THE REGULAR BOARD MEETING OF JANUARY 20, 2004. THE MOTION CARRIED.**

Respectfully Submitted,

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Muriel M. Shore  
Secretary/Treasurer

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