

**TELECONFERENCE/VIRTUAL
BOARD OF NURSING
MEETING MINUTES
JUNE 11, 2020**

PRESENT: Rosemary Dolatowski, Jennifer Eklof (*arrived at 8:09 a.m.*), Elizabeth Smith Houskamp, Peter Kallio, Lisa Pisney, Christian Saldivar Frias (*arrived at 8:10 a.m., joined closed session at 10:41 a.m.*), Luann Skarlupka, Pamela White, Emily Zentz

STAFF: Valerie Payne, Executive Director; Jameson Whitney, Legal Counsel; Dale Kleven, Administrative Rules Coordinator; Kimberly Wood, Program Assistant Supervisor-Advanced; Daniel Betekhtin, Bureau Assistant; and other DSPS Staff

CALL TO ORDER

Peter Kallio, Chairperson, called the meeting to order at 8:06 a.m. A quorum was confirmed with seven (7) members present.

ADOPTION OF THE AGENDA

Amendments to the Agenda

- Open Session - Move “I. Administrative Rule Matters” to occur before “D. Education and Examination Matters”

MOTION: Pamela White moved, seconded by Emily Zentz, to adopt the Agenda as amended. Motion carried unanimously.

(Jennifer Eklof arrived at 8:09 a.m.)

Amendments to the Agenda

- Closed Session – Correct item “P. Deliberation on Division of Legal Services and Compliance Matters; 2) Case Closings; e. 18 NUR 875 – J.J.B.” so the case number shows as:
 - “18 NUR 785 – J.J.B.”

MOTION: Jennifer Eklof moved, seconded by Luann Skarlupka, to adopt the Agenda as amended. Motion carried unanimously.

APPROVAL OF MINUTES

MOTION: Jennifer Eklof moved, seconded by Pamela White, to approve the Minutes of May 14, 2020 as published. Motion carried unanimously.

MOTION: Rosemary Dolatowski moved, seconded by Lisa Pisney, to approve the Minutes of June 2, 2020 as published. Motion carried unanimously.

(Christian Saldivar Frias arrived at 8:10 a.m.)

ADMINISTRATIVE MATTERS

Appointment of Liaisons

LIAISON APPOINTMENTS	
Monitoring	Jennifer Eklof <i>Alternate:</i> Elizabeth Smith Houskamp
Professional Assistance Procedure (PAP)	Peter Kallio
Travel Liaison	Peter Kallio (Chair)
SCREENING PANEL APPOINTMENTS	
July 2020-September 2020	Lisa Pisney, Christian Saldivar Frias

ADMINISTRATIVE RULE MATTERS

Proposals for N 1 to 8, Relating to Requirements in Emergency Situations

MOTION: Luann Skarlupka moved, seconded by Peter Kallio, to approve changes to draft language amending N 1 to N 8, relating to requirements in emergency situations, on page 73 of the June 11, 2020 agenda materials, as outlined herein:

- Modify 1(a) to read: “The board determines a natural or man–made disaster or other emergency exists or has occurred that necessitates granting a waiver or variance, and that granting a waiver or variance is necessary to protect the public health, safety, and welfare.”
- Add: “(3) Any waivers or variances granted under this section shall be granted by a majority of a quorum of the full membership of the board of nursing, and this authority may not be delegated.”

Motion carried unanimously.

MOTION: Emily Zentz moved, seconded by Pamela White, to designate Luann Skarlupka and Peter Kallio to serve as liaison to DSPS staff for drafting emergency and permanent rules for N 1 to N 8, relating to requirements in emergency situations. Motion carried unanimously.

Pending or Possible Rulemaking Projects

MOTION: Pamela White moved, seconded by Elizabeth Smith Houskamp, to delegate Peter Kallio and Luann Skarlupka to work with Department Staff to analyze the Wisconsin Hospital Association's rulemaking proposal dated June 10, 2020 and make a recommendation to the Board. Motion carried unanimously.

MOTION: Rosemary Dolatowski moved, seconded by Lisa Pisney, to request DSPS staff draft a Scope Statement regarding the Wisconsin Hospital Association's rulemaking proposal relating to temporary permits and telehealth, and to designate Peter Kallio and Luann Skarlupka to advise DSPS staff. Motion carried unanimously.

MOTION: Pamela White moved, seconded by Jennifer Eklof, to authorize the Chairperson to approve the Scope Statement regarding the Wisconsin Hospital Association's rulemaking proposal relating to temporary permits and telehealth, for submission to the Department of Administration and Governor's Office and for publication. Additionally, the Board authorizes the Chairperson to approve the Scope Statement for implementation no less than 10 days after publication. Motion carried unanimously.

EDUCATION AND EXAMINATION MATTERS

Mount Mary University Request for Authorization to Plan

MOTION: Rosemary Dolatowski moved, seconded by Jennifer Eklof, to acknowledge and thank Kara Groom, PhD, MSN, RN, of Mount Mary University for her remote appearance before the Board. Motion carried unanimously.

MOTION: Peter Kallio moved, seconded by Emily Zentz, to approve the request of Mount Mary University for authorization to plan. Motion carried unanimously.

Nursing School Closure: Holy Family College, Manitowoc WI

MOTION: Luann Skarlupka moved, seconded by Jennifer Eklof, to acknowledge and thank Brianna Neuser, MSN, of Holy Family College, for her remote appearance before the Board. Motion carried unanimously.

MOTION: Luann Skarlupka moved, seconded by Jennifer Eklof, to acknowledge the closure, and approve the closure plan submitted by Holy Family College. Motion carried unanimously.

**SPEAKING ENGAGEMENTS, TRAVEL, OR PUBLIC
RELATION REQUESTS, AND REPORTS**

**Consider Attendance at the 2020 Virtual National Council for State Boards of Nursing
(NCSBN) Annual Meeting – 8/12/2020 – Chicago, IL**

MOTION: Luann Skarlupka moved, seconded by Rosemary Dolatowski, to designate Emily Zentz and Lisa Pisney as the Board’s delegates, and Christian Saldivar Frias as an attendee, to participate in the 2020 Virtual NCSBN Annual Meeting on 8/12/2020. Motion carried unanimously.

**Consider Attendance at the 2020 Virtual Nurse Licensure Compact (NLC) Commission
Annual Meeting – 8/11/2020 – Chicago, IL**

MOTION: Luann Skarlupka moved, seconded by Lisa Pisney, to designate Peter Kallio, NLC Commissioner, as the Board’s delegate and the Executive Director to attend the 2020 Virtual NLC Commission Annual Meeting on 8/11/2020. Motion carried unanimously.

CLOSED SESSION

MOTION: Luann Skarlupka moved, seconded by Jennifer Eklof, to convene to Closed Session to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85(1)(b), Stats.); to consider closing disciplinary investigation with administrative warnings (ss. 19.85(1)(b), Stats. and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85(1)(f), Stats.); and, to confer with legal counsel (s. 19.85(1)(g), Stats.). Peter Kallio, Chairperson, read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Rosemary Dolatowski-yes; Jennifer Eklof-yes; Elizabeth Smith Houskamp-yes; Peter Kallio-yes; Lisa Pisney-yes; Luann Skarlupka-yes; Pamela White-yes; and Emily Zentz-yes. Motion carried unanimously.

The Board convened into Closed Session at 10:37 a.m.

(Christian Saldivar Frias joined the meeting at 10:41 a.m.)

DIVISION OF LEGAL SERVICES AND COMPLIANCE MATTERS

Administrative Warnings

MOTION: Elizabeth Smith Houskamp moved, seconded by Jennifer Eklof, to issue an Administrative Warnings in the matter of the following cases:

1. 18 NUR 405 – M.L.W.
2. 19 NUR 666 – B.J.L.
3. 20 NUR 076 – M.G.

Motion carried unanimously.

Case Closings

MOTION: Rosemary Dolatowski moved, seconded by Emily Zentz, to close the following DLSC Cases for the reasons outlined below:

1. 18 NUR 127 – V.H. – Insufficient Evidence
2. 18 NUR 470 – T.L.S. – No Violation
3. 18 NUR 567 – R.E.K. – Prosecutorial Discretion (P5)
4. 18 NUR 617 – Unknown – Insufficient Evidence
5. 18 NUR 785 – J.J.B. – Insufficient Evidence
6. 19 NUR 112 – S.L.B. – Insufficient Evidence
7. 19 NUR 129 – K.R.W.– Insufficient Evidence
8. 19 NUR 141 – A.M.N. – No Violation
9. 19 NUR 149 – S.L.N. – Insufficient Evidence
10. 19 NUR 177 – A.L. – No Violation
11. 19 NUR 208 – A.F. – Prosecutorial Discretion (P7)
12. 19 NUR 244 – B.S.L. – No Violation
13. 18 NUR 401 – J.H. – Prosecutorial Discretion (P6)
14. 19 NUR 602 – M.L.S. – Prosecutorial Discretion (P2)
15. 19 NUR 652 – B.M.B. – Insufficient Evidence
16. 19 NUR 698 – C.G.C. – Prosecutorial Discretion (P5)
17. 19 NUR 726 – S.L.N. – Prosecutorial Discretion (P1)

Motion carried unanimously.

Proposed Stipulations and Final Decisions and Orders

MOTION: Pamela White moved, seconded by Jennifer Eklof, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings of the following cases:

1. 17 NUR 421 – Sara K. Wise, R.N.
2. 17 NUR 525 – Patricia W. Adler, R.N.
3. 18 NUR 269, 18 NUR 587, & 18 NUR 593 – Justine H. Schneider, R.N.
4. 18 NUR 469 – Lois A. Spietz, R.N.
5. 18 NUR 616 – Christine N. Crubel, R.N.
6. 18 NUR 723 – Catherine A. Weintraub, R.N.
7. 19 NUR 014 – Christy J. Maloney, R.N.
8. 19 NUR 250 – Kayla L. Vig, R.N.
9. 19 NUR 378 – Sawyer L. Campbell, R.N.
10. 19 NUR 450 – Debra L. Novitski, R.N.
11. 19 NUR 541 – Hollie M. Crocker, R.N.

Motion carried unanimously.

Monitoring Matters

**Tasha Harris, L.P.N.
Requesting Review of Fitness to Practice**

MOTION: Emily Zentz moved, seconded by Lisa Pisney, to lift the suspension for Tasha Harris, L.P.N., issued 12/18/2019. Motion carried unanimously.

**Elizabeth Krajewski, R.N.
Requesting Review of Fitness to Practice and Stay of Suspension**

MOTION: Pamela White moved, seconded by Elizabeth Smith Houskamp, to grant the request for stay of suspension of Elizabeth Krajewski, R.N., and to require her to continue in psychotherapy pursuant to the recommendation in the fitness to practice evaluation. Motion carried unanimously.

**Stephanie Westlake, R.N.
Requesting Termination AA/NA Meetings and Reduction in Screens**

MOTION: Luann Skarlupka moved, seconded by Emily Zentz, to grant the request of Stephanie Westlake, R.N., for a reduction in the frequency of drug screens to twenty-eight (28) per year, plus one (1) annual hair test, and to deny the request for a termination of AA/NA meetings, but reduces the frequency of meetings to once per week. **Reason for Denial:** Insufficient time under the Board Order (6/29/2016) to demonstrate adequate compliance. Motion carried unanimously.

**Catherine Cowart, R.N.
Requesting Full Licensure**

MOTION: Luann Skarlupka moved, seconded by Peter Kallio, to grant the request of Catherine Cowart, R.N., for full licensure. Motion carried unanimously.

**Anthony Soldberg, R.N.
Requesting Reduction in Screens and Reports**

MOTION: Lisa Pisney moved, seconded by Elizabeth Smith Houskamp, to grant the request of Anthony Soldberg, R.N., for a reduction in the frequency of drug and alcohol screens to fourteen (14) per year, plus one (1) annual hair test, and a reduction of the frequency of work reports to once every six (6) months. Motion carried unanimously.

**Amanda Soltau, R.N.
Requesting Review of Termination of Employment**

MOTION: Rosemary Dolatowski moved, seconded by Luann Skarlupka, to require Amanda Soltau, R.N., to undergo a hair test within 30 days of this order and to require an AODA assessment, and a fitness to practice evaluation to be conducted by Board approved providers within 60 days of the date of the Order. Pending further Board action, Amanda Soltau, R.N., shall work only in settings under direct supervision, both to be pre-approved by the Board. **Authority:** Pursuant to paragraph 3.b.i. of the 5/9/2019 Board Order. Motion carried unanimously.

RECONVENE TO OPEN SESSION

MOTION: Pamela White moved, seconded by Lisa Pisney, to reconvene into Open Session. Motion carried unanimously.

The Board reconvened into Open Session at 12:23 p.m.

VOTING ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION

MOTION: Jennifer Eklof moved, seconded by Pamela White, to affirm all motions made and votes taken in Closed Session. Motion carried unanimously.

(Be advised that any recusals or abstentions reflected in the Closed Session motions stand for the purposes of the affirmation vote.)

ADJOURNMENT

MOTION: Christian Saldivar Frias moved, seconded by Peter Kallio, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 12:31 p.m.