

**LOUISIANA STATE BOARD OF PRACTICAL NURSE EXAMINERS  
131 AIRLINE DRIVE, SUITE 301, METAIRIE, LA 70001  
BOARD MEETING – AUGUST 2024**

**PLACE**

New Orleans Marriott Metairie at Lakeway  
Jefferson Ballroom  
3838 N. Causeway Blvd., Metairie, LA 70002

**DATE & TIME**

August 2, 2024 9:30 A.M.

**AGENDA**

	<u>Page #</u>
1. Call to order	
2. Roll call and declaration of quorum	Oral
3. Audience welcome and introductions	Oral
4. Approval of minutes of the board meetings of:	
A. March 7 and 8, 2024	1 – 12
B. May 3, 2024	13 – 16
5. Report of the Compliance Department	
A. Summary of compliance reports	
1. Summary of activity for FY 2024	Handout
B. Criminal Background Check Process Changes	Oral
C. Compliance Department Staffing Update	Oral
D. Resolution for professional services contract, Lindsey Williams, Esq.	Oral
E. Resolution for consulting contract, hearing officer	Oral
6. Report of the Education Department	
A. PN Programs – status of all PN schools as of 7/16/2024	17 – 21
B. Initial accreditation - None	22
C. Provisional accreditation	22
1. LCTCS – RPCC – Reserve Campus	
2. LCTCS – LDCC – Tallulah Campus	
3. Williams Technical College – Houma Campus	
D. Program closure(s) – None	
E. New program request(s)	
1. Fletcher Technical Community College (phase I request for approval)	23 – 36
F. Cited for non-compliance with LAC and/or board policies	
1. Delgado community college – City Park Campus (Violation of LAC, Title 46, Part XLVII, Subchapter 1, §931.C.)	22
G. NCLEX- PN™	
1. All Louisiana writers and repeat candidate results	
a. 1/1/2024 – 7/15/2024	37 – 38
7. Report of the Associate Executive Director	
A. Financial reports	
1. Proposed amendments to operating budget FY 2024	39
2. Actual budget FY 2024 as of 6/30/2024	40
B. Resolution for professional services contract, Pinell & Martinez, LLC	Oral
C. Banking resolution	Oral

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- 8. Report of the Executive Director
  - A. LPN renewal statistics and employment distribution 41 – 43
  - B. Louisiana audit compliance questionnaire 44 – 53
  - C. Travel regulations 54 – 89
- 9. Unfinished business
- 10. New business
- 11. Future meeting date of the board – November 22, 2024
- 12. Public comment (if you wish to make a public comment, follow rules as outlined in the LAC 46:XLVII and posted at meeting site)
- 13. Executive session for reports on litigation; and consideration of reports of hearing officer related to cases before the board for disciplinary action against licensees and/or applicants for licensure.  
(This part of the meeting is closed to the public in accordance with RS 42:17)
  - A. Report on Litigation:  
Pending:
    - 1. Samantha Blake v. Louisiana State Board of Practical Nurse Examiners, 5th Circuit Court of Appeal, 24 CA 165
    - 2. Natalie Henderson v. Louisiana State Board of Practical Nurse Examiners, 5th Circuit Court of Appeal, 24 CA 265
  - B. Consideration of reports of the hearing officer related to cases before the board for disciplinary action against licensees and/or applicants for licensure (final action to be taken in open meeting).
- 14. Disciplinary actions/decisions Oral
- 15. Adjournment

NOTE: This agenda is tentative until 24 hours in advance of the meeting, at which time the most recent revision becomes official.

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PUBLIC COMMENT

Any person wishing to offer public comment at an open meeting of the Louisiana State Board of Practical Nurse Examiners must present a written request **prior to the convening of the meeting.** This request must include the name of the individual who will make public comment, the name of the party this individual represents, and the specific agenda item the individual will address. **A separate request must be completed for each agenda item to be addressed.**

Public comment is subject to the following rules:

1. Public comment shall be **limited to matters set by the board's agenda.**
2. Public comment shall be **limited to three minutes per individual** (unless a majority of the board members in attendance vote to extend this limit).
3. The time(s) at which public comment is allowed as to any given agenda item shall be at the discretion of the board chair and may vary from meeting to meeting.
4. Unless otherwise provided by law, public comment is not part of the evidentiary record of any adjudication, disciplinary hearing or case unless sworn, offered by a party as relevant testimony, subject to cross examination and offered and received in accordance with RS 49:950 et seq. and the rules and regulations of the Louisiana State Board of Practical Nurse Examiners (LAC 46:XLVII.Subpart 1).

\_\_\_\_\_  
I WISH TO OFFER COMMENT

NAME: \_\_\_\_\_

(person who will make public comment)

CELL PHONE NO. \_\_\_\_\_

REPRESENTING: \_\_\_\_\_

(the name of the party on whose behalf comments are offered)

AGENDA ITEM: \_\_\_\_\_

(the specific agenda item to be addressed)

\_\_\_\_\_  
I DO NOT WISH TO OFFER COMMENT BUT I WILL BE AVAILABLE AND I AM WILLING TO ANSWER QUESTIONS/PROVIDE INFORMATION TO THE BOARD IF REQUESTED

NAME: \_\_\_\_\_

(person who can provide information/answer questions)

CELL PHONE NO. \_\_\_\_\_

REPRESENTING: \_\_\_\_\_

(the name of the party on whose behalf information is offered)

AGENDA ITEM: \_\_\_\_\_

(the specific agenda item on which information may be offered)