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KENTUCKY BOARD OF NURSING

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Andy Beshear
Governor

BOARD MEETING MINUTES

April 24, 2025

MEMBERS PRESENT:

Ruth Martin, RN
Audria Denker, RN
Jennifer Harpe-Bates, APRN
Karen Sherfey, LPN

MEMBERS – VIDEO/AUDIO PHONE CONFERENCE:

Ashley Adkins, Citizen-at-Large
Jacob Higgins, RN
Amber Powell, RN
Jana Bailey, APRN
Missy Bentley, RN
Susan Ellis, RN
Darlena Jones, RN
Miriam Haas, RN
Sara Ferguson, APRN
Jane Smith, Citizen-at-Large

MEMBERS ABSENT:

Anne Veno, RN
Hope Jones, RN
Alisha Clemons, APRN

STAFF PRESENT:

Kelly Jenkins, Executive Director, KBN
Jeff Prather, General Counsel, KBN
Joe Lally, Deputy Executive Director, KBN
Erica Klimchak, Administrative Assistant, KBN
Andre Stuckey, Human Resources Administrator, KBN
Briana Howard, Office Coordinator, KBN
Anna Adams, Administrative Services Supervisor, KBN
Amy Wheeler, Staff Attorney, KBN

Jill Cambron, Program Coordinator, KBN
JD Fleming, Legal Services Supervisor, KBN
Marvin Bright, Public Information Officer, KBN
Melissa Haddaway, Compliance Branch Manager, KBN
Jason Oney, Resource Management Analyst III, KBN
Bridget Smith, Program Coordinator, KBN
Elaina Deren, Paralegal, KBN
Morgan Ransdell, Hearing Officer, KBN

**GUESTS AND STAFF –VIDEO/AUDIO
PHONE CONFERENCE:**

Matt Griffin, Information Management Supervisor, KBN
Kelsea Williams, Executive Legal Secretary, KBN
Tina Hostuttler, Practice Branch Manager, KBN
Nancy Barnum
Marina McWilliams, APRN Investigation Manager, KBN
Brittany Allen
Anna Marling, Compliance Nurse Investigator, KBN
Joy Pennington, Executive Nurse Academic Officer, KBN
Deborah Carter
Ariel Weddle
Telly Sellers
Lisa Scott, Compliance Nurse Investigator, KBN
Ann Tino, Investigation Branch Manager, KBN
Kathy Khoshreza
Joshua Druen
Gina Leigh
Abby Henshaw
Crystal Dillingham

CALL TO ORDER

Audria Denker, President, called the April 24, 2025 meeting of the Kentucky Board of Nursing to order at 10:01 am in person and by videoconference via Zoom software application.

ROLL CALL/DECLARATION OF QUORUM

Erica Klimchak, Administrative Assistant, called roll. Dr. Denker declared a quorum.

STAFF RECOGNITION – BRIDGET SMITH

Melissa Haddaway, Compliance Branch Manager, recognized Bridget Smith, KBN Program Coordinator, for 10 years of service in Kentucky state government.

ADOPTION OF AGENDA

A flexible agenda was adopted.

APPROVAL OF MINUTES

The minutes from the February 20, 2025 Regular Board meeting was presented. Upon a motion made by Jennifer Harpe-Bates, and seconded by Karen Sherfey, the February 20, 2025 meeting minutes were approved as written. No one voted in opposition or abstained from voting.

PRESIDENT'S REPORT

Audria Denker, Board President, recognized and thanked Jacob Higgins for his service to the Board, as this is his last meeting. Dr. Denker also reported that she attended the NCSBN midyear conference in Pittsburgh. She mentioned attending a “high-performing teams” presentation, and thanked KBN staff and Board members for being such a great team with a clear purpose. She also thanked Kelly for her leadership.

FINANCIAL OFFICER'S REPORT

Anna Adams, Administrative Services Supervisor, presented the Financial Officer's Report. Upon a motion made by Amber Powell, and seconded by Ruth Martin, the Financial Officer's Report was approved as written. No one voted in opposition or abstained from voting.

EXECUTIVE DIRECTOR'S REPORT

Kelly Jenkins, Executive Director, presented the Executive Director's report and included information on the following:

- Operations
 - i. CE Broker
 - ii. CMA and Medicinal Cannabis applications
- KBN Outreach
- Personnel
- Training for Board Members

Upon a motion made by Karen Sherfey, and seconded by Darlena Jones, the Executive Director's Report was accepted as written. No one voted in opposition or abstained from voting.

GENERAL COUNSEL'S REPORT

Jeff Prather, General Counsel, presented the General Counsel's Report. Upon a motion made by Jennifer Harpe-Bates, and seconded by Susan Ellis, the report was approved as written. No one voted in opposition or abstained from voting.

CREDENTIALS REVIEW PANEL

The reports of the Credentials Review Panel meetings held February 20, 2025 and March 20, 2025 were presented by Missy Bentley in Anne Veno's absence. The Board reviewed and approved by acclamation the reports as written. No one voted in opposition or abstained from voting.

EDUCATION COMMITTEE

March 20, 2025

The March 20, 2025 Education Committee meeting report was presented. The Board reviewed

and approved by acclamation the report as written. No one voted in opposition or abstained from voting. Following discussion and presentation of background materials, the following actions were taken:

Bluegrass Community and Technical College, ASN – Winchester Site Visit Report

- It was the recommendation of the committee to:

Approve the requirements to be met as stated in the site visit report with quarterly progress reports providing evidence to those requirements, beginning May 31, 2025, and the Bluegrass Community and Technical College - Winchester Campus Associate Degree Nursing Program, Winchester, Ky, remain on initial status.

Upon a motion made by Jacob Higgins, and seconded by Ashley Adkins, the Board approved the committee recommendations. No one voted in opposition or abstained from voting.

Elizabethtown Community and Technical College, PN – Leitchfield Proposal

- It was the recommendation of the committee that:

The Elizabethtown Community and Technical College, PN – Leitchfield Proposal be approved as written.

Upon a motion made by Jacob Higgins, and seconded by Susan Ellis, the Board approved the committee recommendations. No one voted in opposition or abstained from voting.

Madisonville Community College, PN – Madisonville Change of Curriculum

- It was the recommendation of the committee that:

Madisonville Community College, PN – Madisonville Change of Curriculum be approved as written.

Upon a motion made by Jacob Higgins, and seconded by Amber Powell, the Board approved the committee recommendations. No one voted in opposition or abstained from voting.

Somerset Community College, ASN – Manchester Site Visit Report

It was the recommendation of the committee to:

Approve the site visit report and Somerset Community & Technical College ASN Program Manchester, KY, move from initial to approved status.

Ruth Martin recused herself from the discussion and vote due to employment.

Upon a motion made by Jacob Higgins, and seconded by Jennifer Harpe-Bates, the Board approved the committee recommendations. No one voted in opposition or abstained from voting.

Sullivan University, ASN – Louisville Site Visit Report

- It was the recommendation of the committee to:

Approve the requirements to be met as stated in the site visit report with quarterly progress reports providing evidence to those requirements, beginning May 31, 2025 with a focused site visit spring 2026, if official 2025 NCLEX pass rates fall below KBN benchmark.

Upon a motion made by Jacob Higgins, and seconded by Ruth Martin, the Board approved the committee recommendations. No one voted in opposition or abstained from voting.

Sullivan University, PN – Louisville Site Visit Report

- It was the recommendation of the committee to:
Approve the requirements to be met as stated in the site visit report with quarterly progress reports providing evidence to those requirements, beginning May 31, 2025.

Upon a motion made by Jacob Higgins, and seconded by Karen Sherfey, the Board approved the committee recommendations. No one voted in opposition or abstained from voting.

PRACTICE COMMITTEE

March 21, 2025

The March 21, 2025 Practice Committee meeting report was presented. The Board reviewed and approved by acclamation the report as written. No one voted in opposition or abstained from voting. Following discussion and presentation of background materials, the following actions were taken:

Advisory Opinion Request – Replacement of Dislodged Continuous Glucose Monitor (CGM) Sensor by a School Nurse

- It was the recommendation of the committee that:
School nurses who care for students who have a CGM sensor that has become dislodged should follow national guidance as outlined by the American Diabetes Association (ADA) regarding sensor replacement.
The ADA recommends:
 - **Placing all sensor pieces into a sealable plastic bag to be sent home with the student**
 - **DO NOT discard any CGM sensor parts**
 - **If the student has been approved to self-manage then allow the student or family member to replace the CGM sensor at school**
 - **Perform finger sticks for blood glucose monitoring for a student with a dislodged CGM sensor while in the school setting**

Further, that schools develop internal policies and procedures related to 1) The dislodgement of CGM sensors on school property and 2) Appropriate training guidelines for all staff responsible for CGM devices.

Upon a motion made by Amber Powell, and seconded by Jennifer Harpe-Bates, the Board approved the committee recommendations. No one voted in opposition or abstained from voting.

Advisory Opinion Statements

AOS #30 Roles of Nurses in School Nursing Practice

- It was the recommendation of the committee that:
Advisory Opinion Statement (AOS) #30 Roles of Nurses in School Nursing Practice, be approved by the Board, with specified revisions.

Upon a motion made by Amber Powell, and seconded by Jane Smith, the Board approved the committee recommendations. No one voted in opposition or abstained from voting.

CONSUMER PROTECTION COMMITTEE

The report of the Consumer Protection Committee meeting held March 20, 2025 was presented. The Board reviewed and approved by acclamation the report as written. No one voted in opposition or abstained from voting.

GOVERNANCE COMMITTEE

The report of the Governance Committee meeting held March 20, 2025 was presented. The Board reviewed and approved by acclamation the report as written. No one voted in opposition or abstained from voting.

CLOSED SESSION

Kelly Jenkins read the following language before the meeting was moved to closed session:

No matters may be discussed during a closed session other than those within the scope of the topic announced prior to convening the closed session.

No final action may be taken while in closed session. After the public meeting reconvenes, final action may be taken, but final action is not required.

Upon returning to public session, any final action regarding matters discussed in closed session should be moved and voted upon.

Pursuant to KRS 61.810(1)(j), the purpose of the closed session is for “QUASI-JUDICIAL DELIBERATIONS”

Definition: Deliberations of judicial or quasi-judicial bodies regarding individual adjudications or appointments, at which neither the person involved, his representatives, nor any other individual not a member of the agency's governing body or staff is present, but not including any meetings of planning commissions, zoning commissions, or boards of adjustment.

Pursuant to KRS 61.810(1)(f), the purpose of the closed session is to discuss “PERSONNEL ACTIONS”

Definition: Discussions or hearings which might lead to the appointment, discipline, or dismissal of an individual employee, member, or student without restricting that employee's, member's, or student's right to a public hearing if requested. This exception shall not be interpreted to permit discussion of general personnel matters in secret.

The meeting was moved to closed session at 10:50 am to discuss Recommended Orders and personnel actions. The meeting was reconvened in open session at 11:03 am.

ACTION ON LICENSES

The President called for action on Recommended Orders.

AFTER HAVING CONSIDERED THE RECORD, THE FOLLOWING RECOMMENDED ORDERS WITH NO EXCEPTIONS FILED WERE ADOPTED:

Decision Number	Name	License Number
096-04-25	Bottom, Tiffany	LPN License No. 2050327
097-04-25	Doud, Ashley	RN License No. 1131373
098-04-25	Francis, Jonathan	RN License No. 1149104
099-04-25	Hahn, Laurie	RN License No. 1106874

100-04-25	Metcalf, Jennifer	RN License No. 1097352
101-04-25	Morrow, Heather	RN License No. 1144775
102-04-25	Murphy, Angelica	LPN License No. 2052663
103-04-25	Reynolds, Sean	RN License No. 1115949
104-04-25	Rose, Timothy	RN License No. 1088442
105-04-25	Trent, Anna	RN License No. 1061185
106-04-25	White, Sarah	RN License No. 1154679
107-04-25	Williams, Amanda	MS RN License No. 908900

A motion to accept the orders regarding the above list of licensees was made by Jacob Higgins, and seconded by Miriam Haas. The motion carried with no one voting in opposition or abstaining from the vote.

AFTER HAVING CONSIDERED THE RECORD AND THE EXCEPTIONS FILED BY THE PETITIONER, THE FOLLOWING RECOMMENDED ORDERS WERE ADOPTED:

Decision Number	Name	License Number
095-04-25	Bartimus, Pamela	RN License No. 1097732

A motion to accept the orders regarding the above list of licensees was made by Amber Powell, and seconded by Jacob Higgins. The motion carried with no one voting in opposition or abstaining from the vote.

HUMAN RESOURCES

The following items was provided for information only in closed session:

- Personnel affirmations

OTHER

The following items were provided for information only:

- KBN organizational chart, updated April 2025

ADJOURNMENT

Upon a motion made by Jennifer Harpe-Bates, and seconded by Miriam Haas, the meeting was adjourned at 11:07 am.

ATTEST

APPROVED:

Audria Denker, DNP, RN, FAAN
President

6/26/2025
Date

/emk/ 0425