



State of Idaho
Division of Occupational and Professional Licenses
Idaho Board of Nursing

BRAD LITTLE Governor
RUSSELL BARRON Administrator
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Board Meeting Minutes of 01/16/2025

Board Members Present:	Deena Rauch, DNP, RN – Chair Kristi Hofhine, RN Kara Mahannah, LPN Michelle Anderson, DNP, APRN Katy Rawlins, LM Troy Allbright, RN Gus Powell, APRN Andrea Roltgen, LM Christine Main, LPN Cindy Hone, Public Member Sara Gibbons, PhD, RN	Division Staff:	Nicki Chopski, Executive Officer Russ Spencer, General Counsel Berk Fraser, Chief Investigator Brandy Fitchett, Practice and Education Specialist Candace Villarreal, Board Support Specialist
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Board Members Absent:	Megan Reichle, RN	Others Present:	Joan Callahan, Board Prosecutor
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The meeting was called to order at 8:30 AM by Ms. Hofhine.

Approval of Minutes

A motion was made and seconded to approve the 10/17/2024 minutes. The motion carried.

DIVISION BUSINESS

Financial Update: Dr. Chopski presented the FY25 Q2 financial report and stood for questions from the Board members.

2025 Legislative Update: Dr. Chopski delivered a brief update regarding the 2025 legislative session. She discussed the five Executive Agency Legislation (EAL) proposals that have been authorized for the legislative review process by the Governor, which will affect the Division of Occupational and Professional Licenses (DOPL). Additionally, she emphasized that two of the forthcoming EALs will have implications for the Board of Nursing. This includes the annual Idaho Board of Pharmacy controlled substance scheduling bill and the DOPL cash balances bill, which pertains to adjustment of the Midwifery renewal period and a proposed adjustment of the fee reduction structure currently approved by the legislature at 125% to 150%.

BOARD BUSINESS

Fee Reduction Revisions: Dr. Chopski addressed the Board regarding their decision to implement a 20% fee reduction and requested clarification on the anticipated decrease in licensing fees. After a discussion, a motion was made and seconded to lower the licensure renewal fees from \$75.00 to \$70.00 on a biennial basis for nursing. Additionally, the motion included a clarification of a \$35.00 annual midwifery licensure fee, which will be adjusted to \$70.00 once the renewals transition to a biennial schedule. The motion carried.

Position Statement on Ankyloglossia (Tongue Ties): The Board conducted a thorough review of the position statement presented by staff. A motion was made and seconded to approve the statement as presented. The motion carried.

English Proficiency Test Scores Policy Review: Following a presentation from Ms. Fitchett, the Board reviewed the HRSA standards, CGFNS, and licensure standards pertaining to speaking requirements and English Language Proficiency (ELP). A motion was made and seconded to amend the policy as presented and accept the standards as discussed. The motion carried.

Conference Attendance Reports and Request: The Board reviewed submitted travel reports and Ms. Mahannah reported verbally regarding Leap West Attendance. The Board requested the travel summary report document be added to SharePoint for ease of access and discussed attendance at upcoming conferences. A motion was made and seconded to support upcoming board travel as discussed. The motion carried.

Public Comment: Dr. Rauch provided the opportunity for public comments. Teresa Stanfill, Executive Director of the Idaho Center for Nursing, shared insights regarding potential adjustments to the national bylaws of the American Nurses Association (ANA) that may be proposed in mid-year 2025, as well as a new pilot membership program aimed at Licensed Practical Nurses (LPNs).

EXECUTIVE SESSION

A motion was made and seconded to enter executive session under Idaho Code § 74-206(1)(d) and (1)(f). The purpose of the executive session was to consider records that are exempt from disclosure under the Idaho Public Records Law, Idaho Code § 74-106(9), to discuss documents relating to the fitness of a license to obtain or retain a license or registration, and to communicate with legal counsel regarding pending litigation. The vote was: Ms. Hone, aye; Dr. Anderson, aye; Ms. Mahannah, aye; Ms. Main, aye; Dr. Gibbons, aye; Ms. Rawlins, aye; Mr. Allbright, aye; Mr. Powell, aye; Ms. Roltgen, aye; and Ms. Hofhine, aye. The motion carried.

A motion was made and seconded to exit executive session. The motion carried.

BOARD DISCIPLINE

A motion was made and seconded to accept the APRN-AC recommendations to take the following actions:

- To close case numbers: 1199072; 1249155; and 1289088.
- To send a letter of concern regarding case number: 1369781.

- To authorize the board prosecutor to negotiate an agreement in lieu of discipline for case number: 1224564.
- To authorize the board prosecutor to negotiate a stipulation and order for case numbers: 1283425; and 1333156.

The motion carried.

Reviewing general nursing discipline, Ms. Hofhine recused herself from case number 1259207.

A motion was made and seconded that the Board of Nursing close the following case numbers: 1213803; and 1476355. The motion carried.

A motion was made and seconded to close with a letter of concern regarding the following case numbers: 1268211; and 1382672. The motion carried.

A motion was made and seconded to authorize the board prosecutor to negotiate an agreement in lieu of formal discipline with the terms discussed in executive session and authorize the executive director to approve on behalf of the Board for case numbers: 1189770; 1249884; 1259863; 1268129; and 1259207. The motion carried.

A motion was made to authorize negotiation of a stipulation and consent order with the terms discussed in executive session for case numbers: 1249308; and 1284457. The motion carried.

A motion was made and seconded to authorize the board prosecutor to file an administrative complaint regarding case numbers: 1289087; and 1341728. The motion carried.

A further motion was made and seconded to allow the prosecutor to proceed with the filing of an administrative complaint should any of the negotiations fail or expire. The motion carried.

Adjourn

There being no further business, the meeting was adjourned at 2:17 PM.

The next meeting is on 4/17/2025.