

**Kansas State Board of Nursing
Board Meeting Minutes
September 10, 2025**

Time: 9:16 a.m. – 3:21 p.m.

Board Members:

Present in Person

Andrea Watson, RN, BSN, OCN, CCRP, President
Amy Hite, EdD(c), DNP, FNP-C, Vice President
Michelle Terry, Public Member, Secretary
Melissa Oropeza, DNP, APRN-BC, CGRN
Adri Gouldsmith, LPN
Steven Peterson, BSN, RN, CCRN, MEDSURG-BC
Tosha Fields, MSN, RN, LNHA, LNC
Ruth L.M. Burkhart, DNP, MA, RN-BC, LPCC
Belinda Katz, LPN
Brenda Sharpe, Public Member

Staff Present in Person:

Carol Moreland, MSN, RN, Executive Administrator
Adrian Guerrero, Director of Operations
Linda Davies, BSN, RN, Practice Specialist
Janelle Martin, MHSA, RN, Nursing Education Compliance Officer
RaeAnn Byrd, Licensing Supervisor
Jill Simons, Executive Assistant

Quorum:

A quorum was established.

Call to order:

The Board meeting was called to order by Andrea Watson, RN, BSN, OCN, CCRP, Board President, at 9:16 a.m.

Review onsite packet:

There was nothing for the onsite packet.

Add/Revise Agenda:

There were two Executive Sessions added to the agenda and under Unfinished Business, Item 1, Licensure Fee Increase Proposal was tabled until 2026.

It was moved to approve the agenda as amended.
Motion #1 Sharpe/Burkhart Adopted UYVV.

Announcement:

A. Watson welcomed Steven Peterson, Belinda Katz and Tosha Fields as new members of the Board.

Minutes:

The minutes from the June 11, 2025, board meeting were reviewed. It was moved to approve the minutes from the June 11, 2025, board meeting as written.
Motion #2 Sharpe/Gouldsmith Adopted UYVV.

The minutes from the August 8, 2025, board meeting were reviewed. It was moved to approve the minutes from the August 8, 2025, board meeting as written.

Motion #3 Terry/Burkhart Adopted UYVV.

Consent Item Agenda:

Exec. Admin. Report:

There was no Consent Item Agenda.

C. Moreland reported to the Board. (See Report). It was the consensus of the Board to accept the report.

Staff Reports:

A. Guerrero reported to the Board. (See Report). It was the consensus of the Board to accept the report.

R. Byrd reported to the Board. (See Report). It was the consensus of the Board to accept the report.

J. Martin reported to the Board. (See Report). It was the consensus of the Board to accept the report.

L. Davies reported to the Board. (See Report). It was the consensus of the Board to accept the report.

Committee Reports:

Educ. Comm. Report:

A. Hite, chairperson gave the Education Committee report. (See committee report) The Education Committee report was accepted by consensus of the Board.

It was moved to approve the Consent Item Agenda which includes:

- a. Nursing Education Staff Report
- b. Complaint Log – Education
- c. 2025 and 2026 Site Visit schedules
- d. Petition to Test/Retest Summary 5/13/25 through 8/12/25.

Motion #4 Hite/Gouldsmith Adopted UYVV.

It was moved to accept the initial site visit report for Chamberlain University BSN program with initial approval to admit up to 120 students annually with three start times (Sept., Jan. and May), and a follow up site visit to be done after the first graduation and before requesting additional students.

Motion #5 Hite/Oropeza Adopted UYVV.

It was moved to accept the Major Curriculum Change request from Rasmussen University BSN program to align with the CCNE Standards and update the student learning outcomes to align with the 10 “Domains for Nursing” as part of the new 2021 AACN Essentials.

Motion #6 Hite/Burkhart Adopted UYVV.

It was moved to approve the Major Curriculum Change request from Rasmussen University BSN program to increase the number of admitted students from 10 to 20 students per quarter at the Overland Park campus, while maintaining the enrollment of 10 students per quarter at the Topeka campus, starting in January 2026.

Motion #7 Hite/Terry Adopted UYVV.

It was moved to approve the Major Curriculum Change request from Fort Hays State University BSN program to change to the BSN program outcomes incorporating the 2021 AACN Essentials Domains and Concepts with changes to course titles, course descriptions and course outcomes within the BSN program as needed to incorporate the 2021 AACN Essentials Domains and Concepts.

Motion #8 Hite/Terry Adopted UYVV.

It was moved to accept the Major Curriculum Change request from Fort Hays State University DNP program change to incorporate the 2021 AACN Essentials Domains and Concepts with changes to course titles, course descriptions and course outcomes within the DNP program as needed to incorporate the 2021 AACN Essentials Domains and Concepts.

Motion #9 Hite/Burkhart Adopted UYVV.

It was moved to accept the Major Curriculum Change request from Ottawa University to divide Pharmacology into 2 courses:

- Introduction to Pharmacology Term 2 (2 credit hours)
- Pharmacology Term (3 credit hours)

And to decrease Capstone from (6) to (4) hours with no change in overall didactic hours, remains at (60).

Motion #10 Hite/Terry Adopted UYVV. Burkhart abstained.

It was moved to approve the Major Curriculum Change request from the Highland Community College LPN program to:

- Reduce NUR 126 Foundations Clinical from 2 credit hours to 1 credit hour.
- Add 1 credit hour to NUR 103, PN Success, making it a 2-credit hour class.
- Add a 1 credit hour Concept Synthesis course to the LPN program that would begin in Spring 2026.

Motion #11 Hite/Oropeza Adopted UYVV.

It was moved to approve the Major Curriculum Change request from Highland Community College LPN-RN Bridge program to:

- Increase RN seats by 15 and add a fall admission to the program to begin Fall of 2026.
- Increase LPN-RN curriculum by 3 credit hours by:
 - Reducing NUR 235 Mental Health from 3 to 2 credit hours and create a separate 1 credit hour course for Mental Health Clinical.
 - Reducing NUR 230 Advanced Medical Surgical from 6 to 4 credit hours and create a separate 2 credit hour clinical course.
 - Reduce NUR 225 Advanced Assessment from 4 to 3 credit hours.
 - Increase NUR 220 Transitions class from 1 to 2 credit hours.
 - Reduce NUR 250 Practicum (clinical) from 4 to 3 credit hours.
 - Add a 3-credit hour Advanced Pharmacology course and add a 1 credit hour Concept Synthesis course.

Motion #12 Hite/Peterson Adopted UYVV.

Investigative Report:

A. Gouldsmith, vice-chairperson gave the Investigative Committee report. (See committee report) The Investigative Committee report was accepted by consensus of the Board.

President Watson to Vice-President Hite

CNE/IV Therapy Report:

A. Watson, chairperson gave the CNE/IV Therapy Committee report. (See committee report) The CNE/IV Therapy Committee report was accepted by consensus of the Board.

It was moved to approve the Consent Item Agenda which includes:

1. IOA Statistical Report
2. Single Providers Approved 05/25 – 08/25
3. Provider Relinquishments

Motion #13 Watson/Oropeza Adopted UYVV.

It was moved to approve the Long-Term Provider 5-Year Renewal Application from B.E. Education Group LLC, LT0258-0310 with a recommendation to ensure teaching with updated references.

Motion #14 Watson/Burkhart Adopted UYVV.

It was moved to approve the Long-Term Provider 5-Year Renewal Application from Olathe Public School District Health Services, LT0242-0950.

Motion #15 Watson/Terry Adopted UYVV.

It was moved to approve the Initial Long-Term Provider Application from Nurse Gwenny, LLC, with a recommendation to include APRN in statement (if applicable) and update the bibliography to clarify age of resources.

Motion #16 Watson/Peterson Adopted UYVV.

Vice-President Hite to President Watson

APRN Committee: M. Oropeza, chairperson gave the APRN Committee report. (See Committee Report) The APRN Committee report was accepted by consensus of the Board.

Practice Report: M. Terry, vice-chairperson gave the Practice Committee report. (See Committee Report) The Practice Committee report was accepted by consensus of the Board.

President Watson to Vice-President Hite

Finance/Risk Mgmt Report: A. Watson chairperson gave the Finance and Risk Management Committee report. (See Committee Report) The Finance and Risk Management Committee report was accepted by consensus of the Board.

Vice-President Hite to President Watson

Break: 11:16 a.m.

Open Session: 11:31 a.m.

Executive Session: Pursuant to K.S.A. 75-4319(b)(2), it was moved that the Board recess into executive session for 10 minutes and reconvene at 11:42 a.m. The meeting will reconvene in Room 509 in the Landon State Office Building and remotely by Zoom as stated in the notice of the meeting that was sent to individuals who requested the notice and as published on the Board's website at: www.ksbn.kansas.gov.

The justification is consultation with the Board's legal counsel, Assistant Attorneys General Charles Macheers, and Jesse Burris that would be deemed privileged in the attorney-client relationship. The subject matter to be discussed in the executive session concerns legal issues related to internal procedures and statutory compliance. The Board's Executive Administrator, Carol Moreland, and Adrian Guerrero are included as the client.

Motion #17 Terry/Fields Adopted UYVV.

Open Session: 11:42 a.m.

Lunch Break: 11:44 am

Open Session: 12:27 p.m.

Unfinished Business:

LPA Evaluating Agencies: C. Moreland reported on the Legislative Post Audit (LPA) on Evaluating State Agencies' Registries of Perpetrators of Abuse, Neglect and Exploitation.

K.S.A. 74-1112: C. Moreland reported on the K.S.A. 74-1112 draft revision. During the FBI audit it was discovered that this regulation did not include statutory authority for KSBN to do criminal background checks on APRN's and RNA's. K.S.A. 74-1112 is being revised to add the statute to include the language to include APRN's and RNA's.

The consensus of the Board is to start the process to revise K.S.A. 74-1112 as mentioned above.

Statue and Reg Review: C. Moreland reported on the five-year combined statute and regulation review process.

New Business:

End of Life Software: A. Guerrero reported on the End of Life Licensing Software. We will have to be off our current platform which is MyLicense Office software by June 30, 2027. We have started the process of getting quotes, etc. and plan to bring the information before the Finance and Risk Management Committee in December.

60-3-102 and 60-7-102: C. Moreland reported on K.A.R. 60-3-102 and K.A.R. 60-7-102. This was put on the agenda as these are regulations that could be revoke. Because of practice changes KSBN no longer issue duplicate initial licenses and no longer issue paper card licenses. This can now be done by going to our website to print a copy.

It was moved to revoke K.A.R. 60-3-102 and K.A.R. 60-7-102.
Motion #18 Terry/Sharpe Adopted UYVV.

Executive Session: Pursuant to K.S.A. 75-4319(b)(2), it was moved that the Board recess into executive session for 60 minutes and reconvene at 1:55 p.m. The meeting will reconvene in Room 509 Landon State Office Building and remotely by Zoom as stated in the notice of the meeting that was sent to individuals who requested the notice and as published on the Board's website at www.ksbn.kansas.gov.

The justification is consultation with the Board's legal counsel Assistant Attorneys General Charles Macheers, Jesse Burris, Sydney Winslow, Samantha Harrington, and Rachel Kenney-Townsend that would be deemed privileged in the attorney-client relationship. The subject matter to be discussed in the executive session concerns legal issues related to internal procedures and statutory compliance. The Board's Executive Administrator, Carol Moreland, Linda Davies and Adrian Guerrero are included as the client.

Motion #19 Hite/Burkhart Adopted UYVV.

Open Session: 1:55 p.m.

Executive Session: Pursuant to K.S.A. 75-4319(b)(2), it was moved that the Board recess into executive session for 60 minutes and reconvene at 2:55 p.m. The meeting will reconvene in Room 509 Landon State Office Building and remotely by Zoom as stated in the notice of the meeting that was sent to individuals who requested the notice and as published on the Board's website at www.ksbn.kansas.gov.

The justification is consultation with the Board's legal counsel Assistant Attorneys General Charles Macheers, Jesse Burris, Sydney Winslow, Samantha Harrington, and Rachel Kenney-Townsend that would be deemed privileged in the attorney-client relationship. The subject matter to be discussed in the executive session concerns legal issues related to internal procedures and statutory compliance. The Board's Executive Administrator, Carol Moreland, Linda Davies and Adrian Guerrero are included as the client.

Motion #20 Terry/Gouldsmith Adopted UYVV.

Open Session: 2:55 p.m.

It was moved that the Board delegate to the Chair the authority to review and approve an internal policy regarding cases with evidence of violation of K.S.A. 65-1120 and K.A.R. 60-3-110, section w, to be ratified by the Board in the December 2025 meeting.

Motion #21 Sharpe/Gouldsmith Adopted UYVV.

Election of Officers: It was the consensus of the Board that if you are not re-elected you will continue in your position until today's meeting is adjourned, and new officers elected at today's meeting will assume their roles as of the December 2025 board meeting.

President: Adri Gouldsmith nominated Andrea Watson for president. Nominations cease. It was moved to elect Andrea Watson as

President. Motion #22 Gouldsmith/Sharpe Adopted UYVV. Watson abstained.

Vice President: Adri Gouldsmith nominated Steven Peterson for vice president. Nominations cease. It was moved to elect Steven Peterson as Vice President. Motion #23 Gouldsmith/Hite Adopted UYVV. Peterson abstained.

Secretary: Adri Gouldsmith nominated Michelle Terry for secretary. Nominations cease. It was moved to elect Michelle Terry as Secretary. Motion #24 Gouldsmith/Hite Adopted UYVV. Terry abstained.

Annual Delegation Motions: It was moved that, pursuant to K.S.A. 2023 Supp. 77-527 of the Kansas Administrative Procedure Act, the Board designate and delegate to Board President its authority as agency head to review, decide, and issue any orders concerning petitions for review, petitions for reconsideration, and motions for stay filed with the Board and taking any other action related thereto until further action by the Board. Motion #25 Terry/Burkhart Adopted UYVV

It was moved that, should Board President be unable to serve as agency head, the Board designate Vice President to serve as an alternate agency head and, in such circumstances, the Board delegate Vice President its authority pursuant to K.S.A. 2023 Supp. 77-527 of the Kansas Administrative Procedure Act to review, decide, and issue any orders concerning petitions for review, petitions for reconsideration, and motions for stay filed with the Board and taking any other action related thereto until further action by the Board. Motion #26 Terry/Sharpe Adopted UYVV

It was moved that the Board designate and delegate to the Chair of the Investigative Committee the Board's authority to:

(1) Make a reasonable grounds determination pursuant to K.S.A. 65-1120(b), and amendments thereto, of the Kansas Nurse Practice Act regarding matters that have been recommended for emergency proceedings by staff or counsel; and

(2) Act as Presiding Officer pursuant to K.S.A. 77-514(g) and 77-551(a) and (c) and amendments thereto, of the Kansas Administrative Procedures Act, to conduct emergency proceedings and issue an order as required by K.S.A. 77-536 on all matters that are being or have been investigated for any alleged violation of or compliance with the Kansas Nurse Practice Act or regulations adopted thereunder, unless the Chair of the Investigative Committee determines the emergency

proceeding should be conducted and decided by the Investigative Committee. Motion #27 Terry/Hite Adopted UYVV

Subject to motion number 27 regarding delegation to the Chair of the Investigative Committee, It was moved that if the Chair of the Investigative Committee is not available to act as described in motion number 27, the Vice Chair of the Investigative Committee is so designated and delegated to act as described in motion number 27.
Motion #28 Terry/Hite Adopted UYVV

It was moved that the Board designate and delegate to the Chair of the Investigative Committee the Board's authority to:

- (1) Issue to an applicant meeting the qualifications and requirements of the Kansas Nurse Practice Act and the Nurse Licensure Compact Act any license, certificate of qualification or authorization to practice nursing;
- (2) Conduct hearings, enter into settlements, issue, and amend decisions regarding the assessment of fines pursuant to K.S.A. 74-1110 and amendments thereto, involving an allegation that a person who submitted an initial, renewal, endorsement, or reinstatement application for any license, certificate of qualification or authorization to practice nursing has violated or not complied with the Kansas Nurse Practice Act or regulations adopted thereunder;
- (3) Make a reasonable grounds determination pursuant to K.S.A. 65-1120(b), and amendments thereto, regarding applications that are being investigated or have been investigated for any alleged violation of or compliance with the Kansas Nurse Practice Act or regulations promulgated thereunder by the Board;
- (4) Order Applicant(s) to complete evaluation by the Board's impaired provider committee, pursuant to K.S.A. 65-4924(a) and (d).
- (5) Act as Presiding Officer pursuant to K.S.A. 77-514(g) and 77-551(a) and (c) and amendments thereto, of the Kansas Administrative Procedures Act, to review, decide issue, and amend any orders on matters involving all applications whether initial, renewal, endorsement, or reinstatement for any license, certificate of qualification or authorization to practice nursing that have been investigated for any alleged violation of or compliance with the Kansas Nurse Practice Act or regulations adopted thereunder; such delegation includes, but is not limited to:
 - sending warning or reprimand letters;

- entering into settlement agreements;
- conducting KAPA proceedings and hearings;
- issuing prehearing orders;
- issuing initial orders denying or imposing limitations on any license, certificate, or authorization to practice nursing under the Kansas Nurse Practice Act; and
- taking any other action related thereto

unless the President determines the matter should be sent to the Office of Administrative Hearings for further proceedings or considered and decided by the Investigative Committee.

(6) Review and approve or deny an Applicant's request to receive accommodations while taking a Board approved Nurse Licensure Exam and/or the NCLEX exam.

Motion #29 Hite/Katz Adopted UYVV

Subject to motion number 29 regarding delegation to the Chair of the Investigation Committee, It was moved that if the Chair is not available, the Vice Chair of the Investigative Committee is so designated and delegated to act as described in motion number 29.

Motion #30 Terry/Peterson Adopted UYVV

Subject to motion number 29 regarding delegation of Applications and motion number 27 regarding delegation of emergency proceedings, It was moved that the Board designate and delegate to the Investigative Committee its authority to:

(1) Conduct hearings, enter into settlements, issue and amend decisions regarding the assessment of fines pursuant to K.S.A. 74-1110 and amendments thereto, involving an allegation that a person who was granted a license, certificate of qualification or authorization to practice nursing has violated or not complied with the Kansas Nurse Practice Act and or regulations adopted thereunder;

(2) Make a reasonable grounds determination pursuant to K.S.A. 65-1120(b), and amendments thereto, of the Kansas Nurse Practice Act regarding persons who were granted a license, certificate of qualification or authorization to practice nursing and are being investigated or have been investigated for any alleged violation of or compliance with the Kansas Nurse Practice Act or regulations adopted thereunder; and

(3) Order Licensee(s) to complete evaluation by the Board's impaired provider committee, pursuant to K.S.A. 65-4924(a) and (d).

(4) Act as Presiding Officer pursuant to K.S.A. 2018 Supp. 77-514(g) and 77-551(a) and (c) and amendments thereto, of the Kansas Administrative Procedures Act, to review, decide issue and amend any orders on all matters that have been investigated for any alleged violation of or compliance with the Kansas Nurse Practice Act or regulations adopted thereunder; such delegation includes, but is not limited to:

- sending warning or reprimand letters;
- entering into settlement agreements;
- conducting reviews, proceedings and hearings;
- issuing prehearing orders;
- issuing initial orders that censure, revoke, limit, or suspend any license, certificate, or authorization to practice nursing under the Kansas Nurse Practice Act; and
- taking any other action related thereto unless the Investigative Committee determines that the matter should be sent to the Office of Administrative Hearings for conducting further proceedings and issuing an initial order or considered and decided by the Board.

Motion #31 Terry/Oropeza Adopted UYVV

It was moved that, should a Board member serving on the Investigative Committee be unable to serve as a presiding officer in a matter pending before the Investigative Committee, Secretary is designated and delegated as an alternate presiding officer of the Investigative Committee in that pending matter.

Motion #32 Terry/Burkhart Adopted UYVV

It was moved that the Board designate and delegate to the Chair of the Investigative Committee the Board's authority to:

(1) Conduct hearings, enter into settlements, and issue decisions regarding the assessment of fines pursuant to K.S.A. 74-1110 and amendments thereto, involving an allegation that a licensee has violated or not complied with the Kansas Nurse Practice Act, or regulations adopted thereunder, for failing to submit to a mental or physical examination or an alcohol or drug screen, or any combination of these, when so ordered by the board pursuant to K.S.A. 65-4924, or failing to complete the requirements of the impaired provider program of the board, or for failing to meet the requirements of the Nurse Licensure Compact.

(2) Make a reasonable grounds determination pursuant to K.S.A. 65-1120(b), and amendments thereto, regarding licensees that are being investigated or have been investigated for failing to submit to a mental or physical examination or an alcohol or drug screen, or any

combination of these, when so ordered by the board pursuant to K.S.A. 65-4924, or failing to complete the requirements of the impaired provider program of the board, or for failing to meet the requirements of the Nurse Licensure Compact; and

(3) Act as Presiding Officer pursuant to K.S.A. 77-514(g) and 77-551(a) and (c) and amendments thereto, of the Kansas Administrative Procedures Act, to review, decide and issue any orders on matters involving all licensees that have been investigated for any alleged violation of or noncompliance with the Kansas Nurse Practice Act or regulations adopted thereunder; regarding the failure to submit to a mental or physical examination or an alcohol or drug screen, or any combination of these, when so ordered by the board pursuant to K.S.A. 65-4924, or failing to complete the requirements of the impaired provider program of the board, or for failing to meet the requirements of the Nurse Licensure Compact. such delegation includes, but is not limited to:

- sending warning or reprimand letters;
- entering into settlement agreements;
- conducting KAPA proceedings and hearings;
- issuing prehearing orders;
- issuing initial orders denying or imposing limitations on any license, certificate, or authorization to practice nursing under the Kansas Nurse Practice Act; and
- taking any other action related thereto

unless the President determines the matter should be sent to the Office of Administrative Hearings for further proceedings or considered and decided by the Investigative Committee.

(4) Make referrals, cause evaluations, or grant requests for restrictions pursuant to K.S.A. 65-4924.

(5) Review and approval/deny requests from the Board's impaired provider committee to approve a change in a Licensee's program participation or requirements for the program.

Motion #33 Terry/Peterson Adopted UYVV

Pursuant to K.S.A. 65-1120(b), K.S.A. 65-1166, K.S.A. 74-1106(d), It was moved the Board designate and delegate to the Executive Administrator the Board's authority to request documents pursuant to any matter being investigated by the Board or their staff, including requests under the Privacy Act, 5 U.S.C. § 552a(b)(7).

Motion #34 Terry/Gouldsmith Adopted UYVV

Agenda for December 2025 Board:

- 1) August 29, 2025, Board minutes
- 2) September 10, 2025, Board minutes
- 3) LPA Cybersecurity Audit Update
- 4) K.S.A. 74-1112 Draft Revisions Update
- 5) End of Life Licensing Software Update
- 6) Five-Year Combined Statute and Regulations Review

Adjourn: The Board meeting was adjourned at 3:21 p.m.

Andrea Watson, Board President

Date

Michelle Terry, Secretary

Date

Carol Moreland, Executive Administrator

Date