

**Minutes**  
**WV Center for Nursing Board Meeting**  
**October 28, 2005**

**Attending:** Denise Campbell, Dr. Sheila Kyle, Dr. Cynthia Persily  
**Attending via teleconference:** Mary Beth Barr, Vickie Parlier Jones,  
**Not Attending:** Melissa Aguilar, Pamela Alderman, E. Cheryl Basham,  
Amy Campbell, Janice Maynard, Dottie Oakes, and  
Theresa Witt  
**Guests:** Alice Carter

**Agenda**

I. Call to Order and Review of Minutes

The meeting was called to order and chaired by Dr. Persily. As there was not a quorum, approval of the September 23<sup>rd</sup> meeting minutes was deferred until the next Board meeting.

II. Mission Statement Development

As there wasn't a quorum present, this agenda item was deferred until the next Board meeting.

III. Reports from Subcommittees

A. Recruitment and Retention Initiatives. Did not meet.

B. Planning and Research. Did not meet.

C. Operations.

Report presented by Mary Beth Barr, Chair. Ms. Barr stated that the committee recommended that the draft budget be placed on the November 18<sup>th</sup> agenda for the full Board to review. The committee also reviewed draft bylaws and had several changes, as well as needing to clarify the role that HEPC will play in audits and writing a description for the Planning and Research Committee. The draft bylaws will be reviewed again at the next committee meeting.

D. Executive Director Search. Dr. Persily stated telephone interviews have been completed with four candidates, using a standard list of questions. Since that time, one candidate has withdrawn application; and two others were not strong enough in several areas deemed necessary for an executive director; and therefore, will not be interviewed further. The recommendation of the committee is to invite the remaining candidate to do a presentation on the nursing shortage at the next Board meeting on November 18<sup>th</sup>.

Dr. Persily stated that if the position is not offered to this person, the next step would be to reopen the position for interviews.

Dr. Persily asked if the group concurred with this course of action; and the members present agreed.

## VI. Old Business and New Business

### Old Business:

- Dottie Oakes will provide a summary of model career path plans for Board's information and review.
- Operations Subcommittee will develop a format for a bio page of skills for Board members.

### New Business:

- Agenda Item: Approval of minutes from the September 23<sup>rd</sup> meeting.
- Agenda Item: Approval of minutes from the October 28<sup>th</sup> meeting.
- Agenda Item: Discussion of mission statement.
- Agenda Item: Review of draft budget.
- Agenda Item: Presentation by executive director candidate.
- Agenda Item: Reports from committee meetings.
- Dr. Persily noted that she had been contacted by the WV Association of School Nurses, requesting information and application for scholarship funding.

## VII. Adjournment

Dr. Persily stated that she would contact each member before the November 18<sup>th</sup> Board meeting and then asked for a motion to adjourn. Moved to adjournment by Denise Campbell; seconded by Dr. Kyle, and passed unanimously.