

**VIRGINIA BOARD OF NURSING  
SPECIAL CONFERENCE COMMITTEE  
August 9, 2011**

**TIME AND PLACE:** The meeting of the Special Conference Committee of the Board of Nursing was convened at 9:00 A.M., on August 9, 2011 in Board Room 1, Suite 201, Department of Health Professions, 9960 Mayland Drive, Richmond, Virginia.

**MEMBERS PRESENT:** Jeanne Holmes, Citizen Member; Chairperson  
Jane R. Ingalls, R.N., C.N.S., Ph.D

**STAFF PRESENT:** Brenda Krohn, R.N., M.S.; Deputy Executive Director

**OTHERS PRESENT:** Cynthia Gaines, Adjudication Specialist

**CONFERENCES  
SCHEDULED:** **Gail Tilton, C.N.A. 1401-026720**  
Ms. Tilton did not appear.

**CLOSED MEETING:** Dr. Ingalls moved that the Special Conference Committee of the Board of Nursing convene a closed meeting pursuant to Section 2.2-3711(A)(27) of the *Code of Virginia* at 9:05 A.M. for the purpose of deliberation to reach a decision in the matter of Ms. Tilton. Additionally, Dr. Ingalls moved that Ms. Krohn and Ms. Gaines attend the closed meeting because their presence in the closed meeting is deemed necessary, and their presence will aid the Committee in its deliberations.  
The motion was seconded and carried unanimously.

**RECONVENTION:** The Committee reconvened in open session at 9:17 A.M.  
  
Dr. Ingalls moved that the Special Conference Committee of the Board of Nursing certify that it heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.  
The motion was seconded and carried unanimously.

**ACTION:** Dr. Ingalls moved to issue an order of reprimand to Gail Tilton with a finding of misappropriation.  
The motion was seconded and carried unanimously.

An Order will be entered. As provided by law, this decision shall become a Final Order thirty days after service of such order on Ms. Tilton unless a written request to the Board for a formal hearing on the allegations made against her is received from Ms. Tilton within such time. If service of the order is made by mail, three additional days shall be added to that period. Upon such timely request for a formal hearing, the Order shall be vacated.

CONFERENCES

SCHEDULED:

**Heather Blevins, C.N.A. 1401-100565**

Ms. Blevins did not appear.

CLOSED MEETING:

Dr. Ingalls moved that the Special Conference Committee of the Board of Nursing convene a closed meeting pursuant to Section 2.2-3711(A)(27) of the *Code of Virginia* at 9:20 A.M. for the purpose of deliberation to reach a decision in the matter of Ms. Blevins. Additionally, Dr. Ingalls moved that Ms. Krohn and Ms. Gaines attend the closed meeting because their presence in the closed meeting is deemed necessary, and their presence will aid the Committee in its deliberations.

The motion was seconded and carried unanimously.

RECONVENTION:

The Committee reconvened in open session at 9:30 A.M.

Dr. Ingalls moved that the Special Conference Committee of the Board of Nursing certify that it heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

The motion was seconded and carried unanimously.

ACTION:

Dr. Ingalls moved to offer Heather Blevins a consent order for revocation of her nurse aide certificate in lieu of a formal hearing.

The motion was seconded and carried unanimously.

An Order will be entered. As provided by law, this decision shall become a Final Order thirty days after service of such order on Ms. Blevins unless a written request to the Board for a formal hearing on the allegations made against her is received from Ms. Blevins within such time. If service of the order is made by mail, three additional days shall be added to that period. Upon such timely request for a formal hearing, the Order shall be vacated.

CONFERENCES

SCHEDULED:

**Marie Line Fanor, C.N.A. 1401-102777**

Ms. Fanor appeared.

CLOSED MEETING:

Dr. Ingalls moved that the Special Conference Committee of the Board of Nursing convene a closed meeting pursuant to Section 2.2-3711(A)(27) of the *Code of Virginia* at 9:56 A.M. for the purpose of deliberation to reach a decision in the matter of Ms. Fanor. Additionally, Dr. Ingalls moved that Ms. Krohn and Ms. Gaines attend the closed meeting because their presence in the closed meeting is deemed necessary, and their presence will aid the Committee in its deliberations.

The motion was seconded and carried unanimously.

RECONVENTION:

The Committee reconvened in open session at 10:06 A.M.

Dr. Ingalls moved that the Special Conference Committee of the Board of Nursing certify that it heard, discussed or considered only public business matters

lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.  
The motion was seconded and carried unanimously.

**ACTION:**

Dr. Ingalls moved to issue an order of reprimand to Marie Fanor. The motion was seconded and carried unanimously.

An Order will be entered. As provided by law, this decision shall become a Final Order thirty days after service of such order on Ms. Fanor unless a written request to the Board for a formal hearing on the allegations made against her is received from Ms. Fanor within such time. If service of the order is made by mail, three additional days shall be added to that period. Upon such timely request for a formal hearing, the Order shall be vacated.

**CONFERENCES**

**SCHEDULED:**

**Annette Abdal-Razzaq, C.N.A. 1401-087769**

Ms. Abdal-Razzaq did not appear.

**CLOSED MEETING:**

Dr. Ingalls moved that the Special Conference Committee of the Board of Nursing convene a closed meeting pursuant to Section 2.2-3711(A)(27) of the *Code of Virginia* at 10:30 A.M. for the purpose of deliberation to reach a decision in the matter of Ms. Abdal-Razzaq. Additionally, Dr. Ingalls moved that Ms. Krohn and Ms. Gaines attend the closed meeting because their presence in the closed meeting is deemed necessary, and their presence will aid the Committee in its deliberations.

The motion was seconded and carried unanimously.

**RECONVENTION:**

The Committee reconvened in open session at 11:00 A.M.

Dr. Ingalls moved that the Special Conference Committee of the Board of Nursing certify that it heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

The motion was seconded and carried unanimously.

**ACTION:**

Dr. Ingalls moved to issue an order of reprimand to Annette Abdal-Razzaq with a finding of abuse.

The motion was seconded and carried unanimously.

An Order will be entered. As provided by law, this decision shall become a Final Order thirty days after service of such order on Ms. Abdal-Razzaq unless a written request to the Board for a formal hearing on the allegations made against her is received from Ms. Abdal-Razzaq within such time. If service of the order is made by mail, three additional days shall be added to that period. Upon such timely request for a formal hearing, the Order shall be vacated.

**CONFERENCES**

**SCHEDULED:**

**Victoria Tarmoh, C.N.A. 1401-125527**

Ms. Tarmoh did not appear.

CLOSED MEETING: Dr. Ingalls moved that the Special Conference Committee of the Board of Nursing convene a closed meeting pursuant to Section 2.2-3711(A)(27) of the *Code of Virginia* at 11:02 A.M. for the purpose of deliberation to reach a decision in the matter of Ms. Tarmoh. Additionally, Dr. Ingalls moved that Ms. Krohn and Ms. Gaines attend the closed meeting because their presence in the closed meeting is deemed necessary, and their presence will aid the Committee in its deliberations.  
The motion was seconded and carried unanimously.

RECONVENTION: The Committee reconvened in open session at 11:15 A.M.  
  
Dr. Ingalls moved that the Special Conference Committee of the Board of Nursing certify that it heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.  
The motion was seconded and carried unanimously.

ACTION: Dr. Ingalls moved to issue an order of reprimand to Victoria Tarmoh with a finding of neglect based on a single incident.  
The motion was seconded and carried unanimously.

An Order will be entered. As provided by law, this decision shall become a Final Order thirty days after service of such order on Ms. Tarmoh unless a written request to the Board for a formal hearing on the allegations made against her is received from Ms. Tarmoh within such time. If service of the order is made by mail, three additional days shall be added to that period. Upon such timely request for a formal hearing, the Order shall be vacated.

CONFERENCES  
SCHEDULED: **Cynthia Bostick, C.N.A. 1401-118688**  
Ms. Bostick did not appear.

CLOSED MEETING: Dr. Ingalls moved that the Special Conference Committee of the Board of Nursing convene a closed meeting pursuant to Section 2.2-3711(A)(27) of the *Code of Virginia* at 1:10 P.M. for the purpose of deliberation to reach a decision in the matter of Ms. Bostick. Additionally, Dr. Ingalls moved that Ms. Krohn and Ms. Gaines attend the closed meeting because their presence in the closed meeting is deemed necessary, and their presence will aid the Committee in its deliberations.  
The motion was seconded and carried unanimously.

RECONVENTION: The Committee reconvened in open session at 1:15 P.M.  
  
Dr. Ingalls moved that the Special Conference Committee of the Board of Nursing certify that it heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.  
The motion was seconded and carried unanimously.

**ACTION:**

Dr. Ingalls moved to issue an order of reprimand to Cynthia Bostick with a finding of abuse. The motion was seconded and carried unanimously.

An Order will be entered. As provided by law, this decision shall become a Final Order thirty days after service of such order on Ms. Bostick unless a written request to the Board for a formal hearing on the allegations made against her is received from Ms. Bostick within such time. If service of the order is made by mail, three additional days shall be added to that period. Upon such timely request for a formal hearing, the Order shall be vacated.

**CONFERENCES**

**SCHEDULED:**

**Barbara Coleman, C.N.A. 1401-128077**

The informal conference for Ms. Coleman was scheduled for 1:00 P.M. She was not present at that time and the Committee proceeded with the conference in her absence. Ms. Cole appeared at 1:35 and the Committee agreed to reconsider the matter since Ms. Coleman was now present.

**CLOSED MEETING:**

Dr. Ingalls moved that the Special Conference Committee of the Board of Nursing convene a closed meeting pursuant to Section 2.2-3711(A)(27) of the *Code of Virginia* at 1:45 P.M. for the purpose of deliberation to reach a decision in the matter of Ms. Coleman. Additionally, Dr. Ingalls moved that Ms. Krohn and Ms. Gaines attend the closed meeting because their presence in the closed meeting is deemed necessary, and their presence will aid the Committee in its deliberations.

The motion was seconded and carried unanimously.

**RECONVENTION:**

The Committee reconvened in open session at 1:52 P.M.

Dr. Ingalls moved that the Special Conference Committee of the Board of Nursing certify that it heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

The motion was seconded and carried unanimously.

**ACTION:**

Dr. Ingalls moved to issue an order of reprimand to Barbara Coleman with a finding of neglect based on a single incident. The motion was seconded and carried unanimously.

An Order will be entered. As provided by law, this decision shall become a Final Order thirty days after service of such order on Ms. Coleman unless a written request to the Board for a formal hearing on the allegations made against her is received from Ms. Coleman within such time. If service of the order is made by mail, three additional days shall be added to that period. Upon such timely request for a formal hearing, the Order shall be vacated.

**CONFERENCES**

**SCHEDULED:**

**Marshall Scott, C.N.A. 1401-1110222**

Mr. Scott did not appear.

CLOSED MEETING: Dr. Ingalls moved that the Special Conference Committee of the Board of Nursing convene a closed meeting pursuant to Section 2.2-3711(A)(27) of the *Code of Virginia* at 2:10 P.M. for the purpose of deliberation to reach a decision in the matter of Mr. Scott. Additionally, Dr. Ingalls moved that Ms. Krohn and Ms. Gaines attend the closed meeting because their presence in the closed meeting is deemed necessary, and their presence will aid the Committee in its deliberations.  
The motion was seconded and carried unanimously.

RECONVENTION: The Committee reconvened in open session at 2:50 P.M.  
  
Dr. Ingalls moved that the Special Conference Committee of the Board of Nursing certify that it heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.  
The motion was seconded and carried unanimously.

ACTION: Dr. Ingalls moved to issue an order of reprimand to Marshall Scott. The motion was seconded and carried unanimously.  
  
An Order will be entered. As provided by law, this decision shall become a Final Order thirty days after service of such order on Mr. Scott unless a written request to the Board for a formal hearing on the allegations made against him is received from Mr. Scott within such time. If service of the order is made by mail, three additional days shall be added to that period. Upon such timely request for a formal hearing, the Order shall be vacated.

#### CONFERENCES

SCHEDULED: **Jennie Kelly, C.N.A. 1401-037887**  
Ms. Kelly appeared.

CLOSED MEETING: Dr. Ingalls moved that the Special Conference Committee of the Board of Nursing convene a closed meeting pursuant to Section 2.2-3711(A)(27) of the *Code of Virginia* at 3:05 P.M. for the purpose of deliberation to reach a decision in the matter of Ms. Kelly. Additionally, Dr. Ingalls moved that Ms. Krohn and Ms. Gaines attend the closed meeting because their presence in the closed meeting is deemed necessary, and their presence will aid the Committee in its deliberations.  
The motion was seconded and carried unanimously.

RECONVENTION: The Committee reconvened in open session at 3:15 P.M.  
  
Dr. Ingalls moved that the Special Conference Committee of the Board of Nursing certify that it heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.  
The motion was seconded and carried unanimously.

**ACTION:**

Dr. Ingalls moved to close the case and impose no sanction due to insufficient evidence of a violation of the Nurse Practice Act or Board of Nursing regulations. The motion was seconded and carried unanimously.

**ADJOURNMENT:**

The Board adjourned at 3:20 P.M.

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Brenda Krohn, R.N., M.S.  
Deputy Executive Director