

**VIRGINIA BOARD OF NURSING**  
**POSSIBLE SUMMARY SUSPENSION TELEPHONE CONFERENCE CALL**  
**November 13, 2024**

A possible summary suspension telephone conference call of the Virginia Board of Nursing was held November 13, 2024, at 4:29 P.M.

**The Board of Nursing members participating in the call were:**

Cynthia Swineford, RN, MSN, CNE; **Chair**  
Carol Cartte, RN, BSN  
Victoria Cox, DNP, RN  
Pamela Davis, LPN  
Margaret Friedenberg, Citizen Member  
Paul Hogan, Citizen Member  
Shantell Kinchen, LPN  
Cleopatra Kitt, PhD  
Lila Peake, RN  
Shelly Smith, PhD, DNP, ANP-BC  
Jodi Zehr, RN

**Others participating in the meeting were:**

James Rutkowski, Assistant Attorney General, Board Counsel  
Amanda Padula-Wilson, Assistant Attorney General  
Piero Manini, Adjudication Specialist, Administrative Proceedings Division  
Robin Hills, DNP, RN, WHNP; Deputy Executive Director for Advanced Practice  
Ann Hardy, MSN, RN; Deputy Executive Director  
Breana Wilkins, Administrative Support Specialist  
Lesley Smith, Adjudication Specialist, Administrative Proceedings Division  
Aaron Timberlake, Adjudication Specialist, Administrative Proceedings Division

The meeting was called to order by Cynthia Swineford. With eleven members of the Board of Nursing participating, a quorum was established.

Amanda Padula-Wilson, Assistant Attorney General, presented evidence that the continued practice of practical nursing by **Stephanie E. Brown, LPN (0002-091532)** may present a substantial danger to the health and safety of the public.

**CLOSED MEETING:** Ms. Cartte moved that the Board of Nursing convene a closed meeting pursuant to §2.2-3711(A)(27) of the Code of Virginia at 4:35 P.M., for the purpose of deliberation to reach a decision in the matter of **Stephanie E. Brown**. Additionally, Ms. Cartte moved that, Dr. Hills, Ms. Hardy, Ms. Wilkins and Mr. Rutkowski, Board Counsel, attend the closed meeting because their presence in the closed meeting is deemed necessary and their presence will aid the Board in its deliberations. The motion was seconded by Dr. Cox and carried unanimously.

Ms. Padula-Wilson, Mr. Timberlake, Ms. Smith, and Mr. Manino left the meeting at 4:35 P.M.

**RECONVENTION:** The Board reconvened in open session at 4:45 P.M.

Ms. Padula-Wilson and Mr. Manino re-joined the meeting at 4:45 P.M.

Ms. Cartte moved that 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 by Dr. Cox and carried unanimously.

Ms. Kinchen moved to summarily suspend the license of **Stephanie E. Brown** to practice practical nursing in the Commonwealth of Virginia pending a formal administrative hearing and to offer a consent order for revocation of her license in lieu of a formal hearing. The motion was seconded by Ms. Cartte and carried unanimously.

The meeting was adjourned at 4:47 P.M.

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Robin Hills, DNP, RN, WHNP;  
Deputy Executive Director for Advanced  
Practice