VIRGINIA BOARD OF NURSING
SPECIAL CONFERENCE COMMITTEE D
October 20, 2025

TIME AND PLACE:	The meeting of the Special Conference Committee of the Board of Nursing was convened at 9:00 A.M., on October 20, 2025, in Board Room 3, Department of Health Professions, 9960 Mayland Drive, Suite 201, Henrico, Virginia.
MEMBERS PRESENT:	Victoria Cox, D.N.P., R.N., Chair Paul Hogan, Citizen Member
STAFF PRESENT:	Charlette N. Ridout, R.N., M.S.
ADMINISTRATIVE PROCEEDINGS STAFF PRESENT:	Elizabeth Dorsey, Adjudication Specialist Aaron Timberlake, Adjudication Specialist Piero Mannino, Adjudication Specialist
CONFERENCE SCHEDULED:	**Michael Melanson, L.P.N. 0002-096810** Mr. Melanson appeared.
CLOSED MEETING:	Mr. Hogan 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 9:23 A.M. for the purpose of deliberation to reach a decision in the matter of Mr. Melanson. Additionally, Mr. Hogan moved that Ms. Ridout and Ms. Dorsey 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 10:10 A.M. Mr. Hogan 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:	Mr. Hogan moved to issue an Order to place Michael Melanson, L.P.N., on indefinite probation for not less than one (1) year employment as a practical nurse. The basis of this decision will be set forth in a Board Order which will be mailed to Mr. Melanson at

the address of record with the Board. The motion was seconded and carried unanimously.

An Order will be entered. As provided by law, this decision shall become a Final Order thirty (30) days after service of such order on Mr. Melanson unless a written request to the Board for a formal hearing on the allegations made against him is received from Mr. Melanson within such time. If service of the Order is made by mail, three (3) additional days shall be added to that period. Upon such a timely request for a formal hearing, the Order shall be vacated.

CONFERENCE SCHEDULED: **Kimberly Lynne Moneyhan, L.P.N. 0002-092248**
Ms. Moneyhan attended and was accompanied by Robert P. Herbert, attorney.

CLOSED MEETING: Mr. Hogan 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. Moneyhan. Additionally, Mr. Hogan moved that Ms. Ridout and Ms. Dorsey 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 11:45 A.M.

Mr. Hogan 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: Mr. Hogan moved to issue an Order to require Kimberly Lynne Moneyhan, L.P.N., within sixty (60) days of entry of the order to provide proof of completion of the following courses, three (3) contact hours each, in the subject areas of: professional accountability and legal liability, documentation, and proper reporting and documentation for falls. The basis of this decision will be set forth in a Board Order which will be mailed to Ms. Moneyhan at the address of record with the Board. The motion was seconded and carried unanimously.

An Order will be entered. As provided by law, this decision shall become a Final Order thirty (30) days after service of such order on

Ms. Moneyhan unless a written request to the Board for a formal hearing on the allegations made against her is received from Ms. Moneyhan within such time. If service of the Order is made by mail, three (3) additional days shall be added to that period. Upon such timely request for a formal hearing, the Order shall be vacated.

RECESS: The Committee recessed at 11:46 A.M.

RECONVENTION: The Committee reconvened at 1:00 P.M.

CONFERENCE SCHEDULED: **Tyese L. Brinson, R.N. 0001-259986**
Ms. Brinson appeared.

CLOSED MEETING: Mr. Hogan 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 1:23 P.M. for the purpose of deliberation to reach a decision in the matter of Ms. Brinson. Additionally, Mr. Hogan moved that Ms. Ridout and Mr. Timberlake 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 2:29 P.M.

Mr. Hogan 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: Mr. Hogan moved to issue an Order to require Tyese L. Brinson, R.N., within sixty (60) days of entry of the order to provide proof of completion of the following course, three (3) contact hours, in the subject area of: professional accountability and legal liability. The basis of this decision will be set forth in a Board Order which will be mailed to Ms. Brinson at the address of record with the Board. The motion was seconded and carried unanimously.

An Order will be entered. As provided by law, this decision shall become a Final Order thirty (30) days after service of such order on Ms. Brinson unless a written request to the Board for a formal hearing on the allegations made against her is received from Ms. Brinson within such time. If service of the Order is made by mail, three (3) additional days shall be added to that period. Upon such timely request for a formal hearing, the Order shall be vacated.

CONFERENCE SCHEDULED: **Caleb Richard Mwanja, L.P.N. 0002-100509**
Mr. Mwanja appeared.

CLOSED MEETING: Mr. Hogan 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 3:45 P.M. for the purpose of deliberation to reach a decision in the matter of Mr. Mwanja. Additionally, Mr. Hogan moved that Ms. Ridout and Mr. Mannino 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 4:16 P.M.

Mr. Hogan 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: Mr. Hogan moved to offer Caleb Richard Mwanja, L.P.N, a Consent Order for indefinite suspension of his license as a practical nurse. The basis of this decision will be set forth in a Consent Order which will be mailed to Mr. Mwanja at the address of record with the Board. The motion was seconded and carried unanimously.

The Consent Order shall be effective upon endorsement of its findings, conclusions, and terms of consent by both Mr. Mwanja and the Board.

ADJOURNMENT: The Board adjourned at 4:17 P.M.

Charlette N. Ridout, R.N., MS

Charlette N. Ridout, R.N., M.S.
Staff