

# **Virginia Board of Nursing**

## **Officer Meeting**

### **May 20, 2019 Minutes**

**Time and Place:** The meeting of the Board of Nursing Officer meeting was convened at 8:00 A.M. on May 20, 2019 in Board Room 3, Department of Health Professions, 9960 Mayland Drive, Suite 201, Henrico, Virginia.

**Board Members Present:** Louise Hershkowitz, CRNA, MSHA, President, Chairperson  
Jennifer Phelps, BS, LPN, QMHPA, First Vice President  
Marie Gerardo, MS, RN, ANP-BC, Second Vice President

**Staff Members Present:** Jay P. Douglas, RN, MSM, CSAC, FRE

1. Review of Agenda for May 21 Business meeting

2. New Board Member Appointments

Ms. Douglas informed the Officers that Ms. Swineford will not be at the May meeting and Mr. Hermansen-Parker will meet with Ms. Hershkowitz and Ms. Douglas for orientation in the afternoon of May 20, 2019.

3. Assignment of Board Member Mentors

Officers discussed the need for mentors for new Board members. Ms. Cei and Dr. Gleason were identified as possibilities.

4. Review of Composition of Special Conference Committees (SCCs) for Informal Conferences

Officers reviewed the SCC composition in light of vacancies and need to ensure assignment of Chair persons. This may require Board members to be moved. Additional changes will be necessary when Ms. Minton is replaced.

5. Advanced Practice Disciplinary Cases and Agency Subordinates

Ms. Douglas provided updated information regarding changes in Agency Subordinate availability and the need for additional probable cause reviewers for nurse practitioner and nursing cases. They are as follow:

- ❖ Dr. Poston has a new job and will not be serving as an Agency Subordinate, however, she will continue to perform probable cause review for nurse practitioner cases.

- ❖ A former nurse practitioner Board member is being considered for a P-14 Agency Subordinate position.
- ❖ Ms. New has joined the staff as a P-14 probable cause reviewer.
- ❖ Dr. Hills and Ms. Douglas have identified two potential nurse practitioners for probable cause review. A request for additional positions has been made.
- ❖ Ms. Piersall, former Board President, will no longer be serving as Agency Subordinate, however may conduct probable cause review.

#### 6. Proposed 2020 Board Meeting Dates

Officers reviewed the Proposed 2020 Board Meeting Dates and no changes made at this time. Further discussion will occur regarding decreasing the number of meetings.

#### 7. Review of Board Member Survey

Officers reviewed responses to the Board Member survey noting that 100% participation had not been achieved. An in-depth discussion will occur once the remaining two Board Members have sent in their response. It was noted that there were not consistent themes identified and that obstacles to service and issues raised were quite different between retired and working Board members. A summary will be provided to the Board once all responses have been received.

Ms. Phelps raised the issue of Board members having difficulty accessing the CD's that were sent with some cases. Staff will explore the purchase of additional equipment and other options.

The meeting was adjourned at 9:00 A.M.