

**VIRGINIA BOARD OF NURSING
SPECIAL CONFERENCE COMMITTEE E
August 22, 2022**

- TIME AND PLACE:** The meeting of the Special Conference Committee of the Board of Nursing was convened at 9:01 A.M., on August 22, 2022, in Training Room 2, Suite 201, Department of Health Professions, 9960 Mayland Drive, Henrico, Virginia.
- MEMBERS PRESENT:** Felisa Smith, Ph.D., M.S.A., R.N., C.N.E., Chairperson
Dixie McElfresh, L.P.N.
- STAFF PRESENT:** Claire Morris, L.N.H.A., R.N., Deputy Executive Director
- OTHERS PRESENT:** Claire Foley, Adjudication Specialist for Catalina Zand, L.P.N. and Jessica E. Lucas, C.N.A.
David Robinson, Adjudication Specialist for Lisa Marie Daniels Looney, R.N.
Rebecca Smith, Adjudication Specialist for Jatricea C. Charles, C.N.A.
Mandy Wilson, Adjudication Specialist for Meredith M. S. Stimson, R.M.A.
- CONFERENCES SCHEDULED:** **Catalina Zand, L.P.N., 0002-088719**
Ms. Zand did not appear.
- Based upon information provided by Ms. Foley, Dr. Smith ruled that adequate notice was provided to Ms. Zand.
- CLOSED MEETING:** Ms. McElfresh moved that the Special Conference Committee of the Board of Nursing convene to a closed meeting pursuant to Section 2.2-3711(A)(27) of the *Code of Virginia* at 9:03 A.M. for the purpose of deliberation to reach a decision in the matter of Ms. Zand. Additionally, Ms. McElfresh moved that Ms. Morris and Ms. Foley 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 9:20 A.M.
- Ms. McElfresh 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:** Ms. McElfresh moved to issue an Order to place Catalina Zand on Probation with terms of 1 year of active practice as a licensed practical nurse and, within 90 days from the date of entry of this Order, Ms. Zand shall provide written evidence of successful completion of courses in the subjects of: *“Proper Documentation,” “Medications Errors/Proper Handling & Documentation of Medications,” “Professional Accountability & Legal Liability for Nurses,”* and *“Ethics & Professionalism in Nursing.”* Each course shall be a minimum of three contact

hours each. The basis of this decision will be set forth in an Order which will be mailed to Ms. Zand at her address of record. 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. Zand unless a written request to the Board for a formal hearing on the allegations made against her is received from Ms. Zand with 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.

CONFERENCE
SCHEDULED:

Jessica E. Lucas, C.N.A., 1401-197439
Ms. Lucas did not appear.

Based upon information provided by Ms. Foley, Dr. Smith ruled that adequate notice was provided to Ms. Lucas.

CLOSED MEETING:

Ms. McElfresh moved that the Special Conference Committee of the Board of Nursing convene to 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 Ms. Lucas. Additionally, Ms. McElfresh moved that Ms. Morris and Ms. Foley 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 9:38 A.M.

Ms. McElfresh 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:

Ms. McElfresh moved to issue an Order to place Jessica E. Lucas on Probation with terms of 1 year of active practice as a nurse aide and, within 90 days of entry of this Order, Ms. Lucas shall provide written evidence of successful completion of a course in the subject of "*Ethics in Practice*." This course shall be a minimum of three contact hours. The basis of this decision will be set forth in an Order which will be mailed to Ms. Lucas at her address of record. 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. Lucas unless a written request to the Board for a formal hearing on the allegations made against her is received from Ms. Lucas with 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.

CONFERENCE
SCHEDULED:

Lisa Marie Daniels Looney, R.N., 0001-142784

Ms. Looney did not appear.

Based upon information provided by Mr. Robinson, Dr. Smith ruled that adequate notice was provided to Ms. Looney.

CLOSED MEETING:

Ms. McElfresh moved that the Special Conference Committee of the Board of Nursing convene to a closed meeting pursuant to Section 2.2-3711(A)(27) of the *Code of Virginia* at 10:33 A.M. for the purpose of deliberation to reach a decision in the matter of Ms. Looney. Additionally, Ms. McElfresh moved that Ms. Morris and Mr. Robinson 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 10:51 A.M.

Ms. McElfresh 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:

Ms. McElfresh moved to issue an Order of Reprimand to Lisa Marie Daniels Looney and to require Ms. Looney to provide proof of completion of the following courses within 90 days of entry of the Order: "*Professional Accountability & Legal Liability for Nurses*" and "*Ethics of Nursing Practice.*" Each course shall be a minimum of three contact hours each. The basis of this decision will be set forth in an Order which will be mailed to Ms. Looney at her 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 days after service of such order on Ms. Looney unless a written request to the Board for a formal hearing on the allegations made against her is received from Ms. Looney 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.

CONFERENCE
SCHEDULED:

Jatricia C. Charles, C.N.A., 1401-208340

Ms. Charles did not appear.

Based on the information provided by Ms. Smith, Dr. Smith ruled that adequate notice was provided to Ms. Charles.

CLOSED MEETING: Ms. McElfresh moved that the Special Conference Committee of the Board of Nursing convene to a closed meeting pursuant to Section 2.2-3711(A)(27) of the *Code of Virginia* at 1:02 P.M. for the purpose of deliberation to reach a decision in the matter of Ms. Charles. Additionally, Ms. McElfresh moved that Ms. Morris and Ms. Smith 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 1:14 P.M.

Ms. McElfresh 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: Ms. McElfresh moved to issue an Order of Reprimand to Jatricia C. Charles and to require that Ms. Charles provide proof of completion of the following of course within 90 days of entry of the Order: "*Ethics in Practice.*" This course shall be a minimum of three contact hours. The basis of this decision will be set forth in an Order which will be mailed to Ms. Charles at her 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 days after service of such order on Ms. Charles unless a written request to the Board for a formal hearing on the allegations made against her is received from Ms. Charles 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.

CONFERENCE
SCHEDULED:

Meredith M. S. Stimson, R.M.A., 0031-005750

Ms. Stimson did not appear.

Based upon information provided by Ms. Wilson, Dr. Smith ruled that adequate notice was provided to Ms. Stimson.

CLOSED MEETING: Ms. McElfresh moved that the Special Conference Committee of the Board of Nursing convene to a closed meeting pursuant to Section 2.2-3711(A)(27) of the *Code of Virginia* at 1:18 P.M. for the purpose of deliberation to reach a decision in the matter of Ms. Charles. Additionally, Ms. McElfresh moved that Ms. Morris and Ms. Wilson 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 1:33 P.M.

Ms. McElfresh 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: Ms. McElfresh moved to offer a Consent Order to Meredith M. S. Stimson for the Indefinite Suspension of her Registration as a Medication Aide for not less than 1 year in lieu of a Formal Hearing. The basis of this decision will be set forth in a Consent Order which will be mailed to Ms. Stimson at the address of record with the Board.

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. Stimson unless a written request to the Board for a formal hearing on the allegations made against is received from Ms. Stimson 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.

ADJOURNMENT: The Board adjourned at 1:35 P.M.



Claire Morris, RN, LNHA
Deputy Executive Director