

**Virginia Board of Nursing**  
**DISCIPLINE COMMITTEE MEETING**

**July 20, 2022 Minutes**

**Time and Place:** The Board of Nursing Discipline Committee meeting was convened at 8:30 A.M. on July 20, 2022 in Board Room 4, Department of Health Professions, 9960 Mayland Drive, Suite 201, Henrico, Virginia.

**Board Members Present:** James L. Hermansen-Parker, MSN, RN, PCCN-K, **Chairperson**  
Cynthia Swineford, RN, MSN, SNE; First Vice-President  
Jennifer Phelps, BS, LPN, QMHP-A, CSAC

**Staff Members Present:** Jay P. Douglas, RN, MSM, CSAC, FRE  
Robin L. Hills, DNP, RN, WHNP; Deputy Executive Director for Advanced Practice  
Christina Bargdill, BSN, MHS, RN; Deputy Executive Director  
Jacquelyn Wilmoth; Deputy Executive Director for Education

Guidance Document 90-12 draft revisions recommended by Board staff were provided for discussion. Recommendations were made regarding delegation to staff:

- Updating Section I regarding education programs
- adding the ability for staff to offer PHCOs to Education programs
- removal of examples throughout the document
- removal of “professional education” and “professional discipline” when referring to staff – change to “Staff” throughout
- in the initial and reinstatement applicants section, remove “Reprimand and approve” for failure to reveal criminal convictions or one misdemeanor conviction as already in GD #90-10
- remove section on “Intentional Conduct Determined Abuse/Neglect”
- Updated Compliance section
- Remove offering a CCA for pre-employment positive drug screen

Ms. Douglas raised the question of whether the delegation of authority to staff should remain as a guidance document.

The next meeting will be scheduled during September Board week – September 12-15, 2022. Date/time will be determined.

The meeting was adjourned at 4:35 P.M.