

Virginia Board of Nursing OFFICER MEETING

September 14, 2022 Minutes

Time and Place: The Board of Nursing Officer meeting was convened at 8:00 A.M. on September 14, 2022 at Department of Health Professions Perimeter Center, 9960 Mayland Drive, Conference Center 201 – Hearing Room 5, Henrico, Virginia.

Board Members Present: Brandon Jones, MSN, RN, CNE, NEA-BC; President, Chairperson
Cynthia Swineford, RN, MSN, SNE; First Vice-President
Felisa Smith, PhD, MSA, RN, CNE; Second Vice-President

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

1. Meeting Debrief:

- The meeting went well Ms. Swineford and Dr. Smith complimented Mr. Jones on his meeting facilitation skills observed as organized, calm, inclusive and efficient.
- Mr. Jones reflected on the public comment period indicating there was more “dialogue” type interaction with the VNA representative that what is usual for public comment period. Mr. Jones will adjust his approach for future meetings and ensure that the public comment introductory script will be read in the future in order to establish guidelines for the public and the Board Members.
- The officers also reflected on a suggestion from a Board member to incorporate comments from Board Members during business meetings that might include sharing information about outside activities and discussion of guidelines regarding Board Members providing presentations.
- The officers also reflected on the importance of the informal time before and after meetings as conducive to team building.

2. Board Member Development:

- At the next meeting of the Board, the following topics will be addressed as it relates to Board Members: How to handle requests from Media, Inquires from the public about scope of practice or disciplinary cases, how to respond to requests for presentations.
- There is a need to provide information to the new Board Members regarding the Summary Suspension Process and Board Members role in those proceedings.
- A request to add a review of the new SRP Manual to the November Board Meeting agenda as the Guidance document will become effective October 14, 2022, if there are not any negative public comments received.

3. Assignment of Mentors:

- Discussion ensued regarding resulting gap with Ms. Gerardo departing the Board. Board President, will ensure that the Board members appointed in 2021 are assigned a mentor.
- Board President has assigned mentors to the Board Members appointed in 2022. Cynthia Swineford will mentor Helen Parke and James Hermansen-Parker will mentor Carol Cartte.

4. New Board Member orientation:

- There is a need to provide information to the new Board Members regarding the Summary Suspension process and Board Members role in those proceedings.
- Orientation will be ongoing during meetings and discussions.

5. Recognition of Service for Board Members:

- At the November meeting, the Board will recognize Board Members whose terms ended in 2021 (Ms. Gerardo and Ms. Crawford-Brown) as well as those Board Members whose terms expired June 2022 and are continuing to serve (Mr. Monson and Ms. Phelps) have indicated that they will not be able to serve after the November 2022 meeting. The officers requested that staff pursue the responsibility of a recognition service and dinner to be held at a local restaurant versus during lunch at the November business meeting as the Board is so often pressed for time.

The meeting was adjourned at 8:55 A.M.