

Virginia Board of Nursing
BON Officer Meeting
November 16, 2022
Minutes

Time and Place: The Board of Nursing Officer meeting was convened at 8:00 A.M. on November 16, 2022 in Hearing Room 3, Department of Health Professions, 9960 Mayland Drive, Suite 201, Henrico, Virginia.

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

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

Mr. Jones began the meeting with asking the Officers if they had additional feedback following the Tuesday, November 14, 2022 Board of Nursing Business Meeting.

Items discussed:

- Very good discussion surrounding the Nursing Education report.
- Need to remind the Board Member that SRP's are for guidance only and are completed at the informal conferences based on Agency Subordinate or Special Conference Committee's interpretation of evidence presented. The intent of the board discussion is to focus on the recommend finding of fact, conclusion of law and sanction.
- Based on Board Members' questions asked about SRP worksheets staff are asked to continue education about such during informal conferences.
- Suggestions to routinely reconvene at 1:00 P.M. after lunch on Tuesday to facilitate moving through the agenda.
- Suggestion to split Agency Subordinate Recommendations into two panels on Tuesday if possible, or to explore other alternatives.
- Panel Chairs asked to prompt Board Members if there are issues related to Board Member interaction with the Commonwealth or Administrative Proceedings Division between proceedings.
- Staff to assist Chairs by frequent scanning of the hearing environment to ensure the Board has everything they need to proceed and that the court reporter is able to hear the proceedings.

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- Request for staff to provide witness list to Chairs at their place the day of hearing.
- Suggestion to provide witness list to court reporter.
- Positive feedback regarding media and related policy presentation.
- Discussion ensued related to Governor's Creation of a separate agency focused on workforce.

The meeting was adjourned at 8:58 A.M.

Jay P. Douglas, MSM, RN, CSAC, FRE
Executive Director