

**VIRGINIA BOARD OF NURSING  
EDUCATION SPECIAL CONFERENCE COMMITTEE  
Thursday, September 1, 2022**

Department of Health Professions – Perimeter Center  
9960 Mayland Drive, Conference Center 201 – Boardroom 1  
Henrico, Virginia 23233

**TIME AND PLACE:** The meeting of the Education Special Conference Committee was convened at 9:00 a.m. in Suite 201, Department of Health Professions, 9960 Mayland Drive, Second Floor, Boardroom 3, Henrico, Virginia.

**MEMBERS PRESENT:** James L. Hermansen-Parker, MSN, RN, PCCN-K, Chair  
Jennifer Phelps, BS, LPN, QMHP-A, CSAC

**STAFF PRESENT:** Jay Douglas, MSM, RN, CSAC, FRE, Executive Director  
Jacquelyn Wilmoth, MSN, RN, Deputy Executive Director  
Randall Mangrum, DNP, RN, Nursing Education Program Manager  
Christine Smith, MSN, RN, Nurse Aide/RMA Education Program Manager  
Michelle Duesberry-Woody, Education Program Inspector  
Grace Stewart, Adjudication Specialist  
Anne Joseph, Adjudication Specialist  
Beth Yates, Education Program Specialist

**STAFF ABSENT:**

**PUBLIC COMMENT:** There was no public comment.

**CONTINUED FACULTY EXCEPTION:**

**Radford University, Radford, BSN Program, US28509600**

There were no representatives present for the program.

**ACTION:** Ms. Phelps moved to recommend that the continued faculty request presented by Radford University, Registered Nursing Education Program be approved as presented.

The motion was seconded and carried unanimously.

This recommendation will be presented to the full Board on September 13, 2022.

**INFORMAL CONFERENCES:**

**Career Nursing Academy, Locust Grove, Nurse Aide Program,  
1414100813**

Zoila Ortega, RN, Program Coordinator and Christine West, CNA, Program Manager were present to represent the program.

Ms. Phelps moved that the Education Informal Conference Committee of the Board of Nursing convene a closed meeting pursuant to §2.2-3711(A) (27) of the Code of Virginia at 10:11 a.m. for the purpose of deliberation to reach a decision in the matter of Career Nursing Academy, Nurse Aide Education Program. Additionally, Ms. Phelps moved that, Ms. Douglas, Dr. Mangrum, Ms. Smith, Ms. Duesberry-Woody, Ms. Joseph and Ms. Yates attend the closed meeting because their presence in the closed meeting was deemed necessary and their presence will aid the Committee in its deliberations.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 10:36 a.m.

Ms. Phelps moved that the Education Informal 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. Phelps moved to recommend that Career Nursing Academy, Nurse Aide Education Program be placed on conditional approval with terms and conditions.

The motion was seconded and carried unanimously.

This recommendation will be presented to the full Board on September 13, 2022

**Loudoun County Public Schools, Leesburg, Practical Nursing Program, US28104600**

No representatives for the program were present and the program was not represented by counsel.

Ms. Stewart provided information regarding mailing of the Board notice. Based upon information provided by Ms. Stewart, Ms. Hemansen-Parker ruled that adequate notice was provided to Loudoun County Public Schools, Practical Nursing program.

Ms. Phelps moved that the Education Informal Conference Committee of the Board of Nursing convene a closed meeting pursuant to §2.2-3711(A) (27) of the Code of Virginia at 11:01 a.m. for the purpose of deliberation to reach a decision in the matter of Loudoun County Public Schools, Practical Nursing Education Program. Additionally, Ms. Phelps moved that, Ms. Douglas, Ms. Duesberry-Woody, Ms. Stewart, Ms. Smith, Dr. Mangrum and Ms. Yates attend the closed meeting because their presence in the closed meeting was deemed necessary and their presence will aid the Committee in its deliberations.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 11: 23 a.m.

Ms. Phelps moved that the Education Informal 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. Phelps moved to recommend that Loudoun County Public Schools, Practical Nursing Education Program, be continued on conditional approval with terms and conditions.

The motion was seconded and carried unanimously.

This recommendation will be presented to the full Board on September 13, 2022

**First Career Center, Medication Aide Program, 0030000215**

No representatives for the program were present.

Ms. Stewart provided information regarding mailing of the Board notice. Based upon information provided by Ms. Stewart, Mr. Hermansen-Parker ruled that adequate notice was provided to First Career Center.

**ACTION:**

Ms. Phelps moved to recommend that approval to operate First Career Center Medication Aide Training Program be withdrawn.

The motion was seconded and carried unanimously.

This recommendation will be presented to the full Board on September 13, 2022.

**Alete Home Health Services, Medication Aide Program, 0030000146**

No representatives for the program were present.

Ms. Stewart provided information regarding mailing of the Board notice. Based upon information provided by Ms. Stewart, Mr. Hermansen-Parker ruled that adequate notice was provided to Alete Home Health Services.

**ACTION:**

Ms. Phelps moved to recommend that approval to operate medication aide program at Alete Home Health Services be withdrawn.

The motion was seconded and carried unanimously.

This recommendation will be presented to the full Board on September 13, 2022.

**Golden Age Retirement Home, Medication Aide Program, 0030000040**

No representatives for the program were present.

Ms. Stewart provided information regarding mailing of the Board notice. Based upon information provided by Ms. Stewart, Mr. Hermansen-Parker ruled that adequate notice was provided to Golden Age Retirement Home.

**ACTION:**

Ms. Phelps moved to recommend that approval to operate a medication aide program at Golden Age Retirement Home be withdrawn.

The motion was seconded and carried unanimously.

This recommendation will be presented to the full Board on May17, 2022.

**Madison Home, Inc., Medication Aide, 0030000083**

No representatives for the program were present.

Ms. Stewart provided information regarding mailing of the Board notice. Based upon information provided by Ms. Stewart, Mr. Hermansen-Parker ruled that adequate notice was provided to Madison Home, Inc.

**ACTION:**

Ms. Phelps moved to recommend that approval to operate a Medication Aide Training Program at Madison Home, Inc. be withdrawn.

The motion was seconded and carried unanimously.

This recommendation will be presented to the full Board on September 13, 2022.

**MicAnd, LLC, Medication Aide Program, 0030000144**

No representatives for the program were present.

Ms. Stewart provided information regarding mailing of the Board notice. Based upon information provided by Ms. Stewart, Mr. Hermansen-Parker ruled that adequate notice was provided to MicAnd, LLC.

**ACTION:**

Ms. Phelps moved to recommend that approval to operate a Medication Aide Training Program at MicAnd, LLC be withdrawn.

The motion was seconded and carried unanimously.

This recommendation will be presented to the full Board on September 13, 2022.

**Oak Grove Residential Care Center, Medication Aide Program,  
0030000114**

No representatives for the program were present.

Ms. Stewart provided information regarding mailing of the Board notice. Based upon information provided by Ms. Stewart, Mr. Hermansen-Parker ruled that adequate notice was provided to Oak Grove Residential Care Center.

**ACTION:**

Ms. Phelps moved to recommend that approval to operate a Medication Aide Training Program at Oak Grove Residential Care Center be withdrawn.

The motion was seconded and carried unanimously.

This recommendation will be presented to the full Board on September 13, 2022

**Petersburg Public Schools, Petersburg, Practical Nursing Program,  
US28109400**

Phyllis Wyche, Program Director, and Pam Bell, Chief Superintendent were present.

The program was represented by counsel.

Ms. Phelps moved that the Education Informal Conference Committee of the Board of Nursing convene a closed meeting pursuant to §2.2-3711(A) (27) of the Code of Virginia at 2:12 p.m. for the purpose of deliberation to reach a decision in the matter of Petersburg Public Schools, Practical Nursing Education Program. Additionally, Ms. Phelps moved that, Ms. Wilmoth, Ms. Smith, Ms. Stewart, Ms. Duesberry-Woody and Ms. Yates attend the closed meeting because their presence in the closed meeting was deemed necessary and their presence will aid the Committee in its deliberations.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 3:01 p.m.

Ms. Phelps moved that the Education Informal 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. Phelps moved to refer the case for Petersburg Public Schools, Practical Nursing Education Program to a formal hearing.

The motion was seconded and carried unanimously.

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Meeting adjourned at 3:12 p.m.

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Jacquelyn Wilmoth, MSN, RN  
Deputy Executive Director