**FINAL- APPROVED**

# VIRGINIA BOARD OF NURSING
# SPECIAL CONFERENCE COMMITTEE
# October 3, 2016

TIME AND PLACE: The meeting of the Special Conference Committee of the Board of Nursing was convened at 9:00 A.M., on April 12, 2016 in Board Room 4, Suite 201, Department of Health Professions, 9960 Mayland Drive, Henrico, Virginia.

MEMBERS PRESENT: Trula Minton, MS, RN, Chairperson
Jennifer Phelps, LPN

STAFF PRESENT: Jane Elliott, RN, PhD, Discipline Staff

OTHERS PRESENT: David Kazzie, Adjudication Specialist
Senior nursing students and faculty from Virginia Commonwealth University

CONFERENCES SCHEDULED:

**Marie Pascoe, RN 0001-246751**
Ms. Pascoe appeared.

CLOSED MEETING: Ms. Phelps moved that the Special Conference Committee of the Board of Nursing convene a closed meeting pursuant to Section 2.2-3711(A)(27) of the *Code of Virginia* at 9:45 A.M. for the purpose of deliberation to reach a decision in the matter of Ms. Pascoe. Additionally, Ms. Phelps moved that Ms. Elliott and Mr. Kazzie 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 10:35 A.M.

Ms. Phelps 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. Phelps moved to issue an Order to Take No Action at this time, contingent upon verification of Marie Pascoe's entry into HPMP within 60 days of entry of order.
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. Pascoe unless a written request to the Board for a formal hearing on the allegations made against her is received from Ms. Pascoe 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.

CONFERENCES SCHEDULED:

**Jameka Buchanan, LPN 0002-089600**
Ms. Buchanan did not appear.

CLOSED MEETING:

Ms. Phelps moved that the Special Conference Committee of the Board of Nursing convene a closed meeting pursuant to Section 2.2-3711(A)(27) of the *Code of Virginia* at 10:45 A.M. for the purpose of deliberation to reach a decision in the matter of Ms. Buchanan. Additionally, Ms. Phelps moved that Ms. Elliott and Mr. Kazzie 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 10:55 A.M.

Ms. Phelps 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. Phelps moved to issue an Order of Reprimand and require Jameka Buchanan to provide proof of completion of the following courses within 90 days of entry of order, *"Professional Accountability & Legal Liability for Nurses"* and *"Righting a Wrong; Ethics and Professionalism in Nursing"*.
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. Buchanan unless a written request to the Board for a formal hearing on the allegations made against her is received from Ms. Buchanan 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.

CONFERENCES SCHEDULED:

**Kimberly Heffler, RN 0001-192328**
Ms. Heffler did not appear. Due to additional information presented to Chair, the informal conference will be rescheduled to a new date.

CONFERENCES SCHEDULED:

**April Miller, RN 0001-166623**
Ms. Miller did not appear.

CLOSED MEETING:

Ms. Phelps moved that the Special Conference Committee of the Board of Nursing convene a closed meeting pursuant to Section 2.2-3711(A)(27) of the *Code of Virginia* at 1:55 P.M. for the purpose of deliberation to reach a decision in the matter of Ms. Miller. Additionally, Ms. Phelps moved that Ms. Elliott and Mr. Kazzie 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 2:10 P.M.

Ms. Phelps 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. Phelps moved to refer the matter regarding April Miller to a Formal Hearing of the Board of Nursing or panel thereof.
The motion was seconded and carried unanimously.

CONFERENCES SCHEDULED:

**Edna Salyer, RN 0001-122917**
Ms. Salyer did not appear.

CLOSED MEETING: Ms. Phelps moved that the Special Conference Committee of the Board of Nursing convene a closed meeting pursuant to Section 2.2-3711(A)(27) of the *Code of Virginia* at 2:30 P.M. for the purpose of deliberation to reach a decision in the matter of Ms. Salyer. Additionally, Ms. Phelps moved that Ms. Elliott and Mr. Kazzie 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 2:40 P.M.

Ms. Phelps 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. Phelps moved to refer the matter regarding Edna Salyer to a Formal Hearing of the Board of Nursing.
The motion was seconded and carried unanimously.

ADJOURNMENT: The Board adjourned at 2:50 P.M.

Jane Elliott

Jane Elliott, RN, PhD
Discipline Staff