

**VIRGINIA BOARD OF NURSING  
SPECIAL CONFERENCE COMMITTEE  
INFORMAL CONFERENCES  
August 5, 2015**

- TIME AND PLACE:** The meeting of the Special Conference Committee of the Board of Nursing was convened at 9:05 A.M., on August 5, 2015 in Board Room 3, Suite 201, Department of Health Professions, 9960 Mayland Drive, Henrico, Virginia.
- MEMBERS PRESENT:** Trula Minton, M.S.N., R.N., Chairperson  
Guia Caliwagan, R.N., M.S.N.
- STAFF PRESENT:** Jodi Power, R.N., J.D., Deputy Executive Director
- OTHERS PRESENT:** Wendy Deaner, Adjudication Specialist  
Linda Kleiner, R.N., Discipline Case Manager (joined later)  
Jane Elliott, R.N., Ph. D., Discipline Staff (joined later)
- CONFERENCES SCHEDULED:** **Jasmine Walton, L.P.N. 0002-080559**  
Ms. Walton appeared.
- CLOSED MEETING:** Ms. Caliwagan 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 9:52 A.M. for the purpose of deliberation to reach a decision in the matter of Ms. Walton. Additionally, Ms. Caliwagan moved that Ms. Power and Ms. Deaner 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 10:15 A.M.
- Ms. Caliwagan 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. Caliwagan moved to issue an Order of reprimand to Ms. Walton and require she provide proof of completing within 90 days of entry of Order, the following two NCSBN online courses: "*Documentation: A Critical Aspect of Client Care*", and "*Professional Accountability & Legal Liability for Nurses*". The motion was seconded and carried unanimously.

An Order will be entered. As provided by law, this decision shall become a Final Order 30 days after service of such Order on Ms. Walton, unless a written request to the Board for a formal hearing on the allegations made against her is received from Ms. Walton 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. The motion was seconded and carried unanimously.

Dr. Jane Elliott joined the meeting for presentation of cases at probable cause.

PRESENTED FOR CLOSURE/ADVICE:

CLOSED MEETING: Ms. Caliwagan 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 10:15 A.M. for the purpose of deliberation regarding case disposition. Additionally, Ms. Caliwagan moved that Ms. Power and Dr. Elliott 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 11:20 A.M.

Ms. Caliwagan 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.

Investigative reports concerning ten (10) registered nurses and eight (8) licensed practical nurses were reviewed.

ACTION:

Ms. Minton moved to close three (3) of the above cases due to insufficient evidence to support allegations of any violation of the Nurse Practice Act or Board of Nursing regulations. The motion was seconded and carried unanimously.

Ms. Minton moved to close five (5) of the above cases undetermined at this time.

Ms. Minton moved to offer two (2) of the above individuals a prehearing consent order in lieu of further administrative proceedings. The motion was seconded and carried unanimously.

Ms. Minton moved that eight (8) of the above individuals should be scheduled for an informal conference. The motion was seconded and carried unanimously.

Dr. Elliott left the meeting at 11:30 A.M.

Ms. Kleiner joined the meeting for presentation of cases at probable cause.

PRESENTED FOR CLOSURE/ADVICE:

CLOSED MEETING: Ms. Caliwagan 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 11:30 A.M. for the purpose of deliberation regarding case disposition. Additionally, Ms. Caliwagan moved that Ms. Kleiner and Ms. Power 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 11:50 A.M.

Ms. Caliwagan 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.

Investigative reports concerning two (2) registered nurses were reviewed.

ACTION: Ms. Caliwagan moved to offer two (2) of the above individuals a prehearing consent order, in lieu of further administrative proceedings. The motion was seconded and carried unanimously.

Ms. Kleiner left the meeting at 11:50 A.M.

CONFERENCES

SCHEDULED:

**Susan Johnson, L.P.N. 0002-045968**

Ms. Johnson appeared, accompanied by Chrystal Broughman, L.P.N.

CLOSED MEETING: Ms. Caliwagan 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 1:53 P.M. for the purpose of deliberation to reach a decision in the matter of Ms. Johnson. Additionally, Ms. Caliwagan moved that Ms. Power and Ms. Deaner 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 2:15 P.M.

Ms. Caliwagan 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. Caliwagan moved to issue an Order of reprimand to Ms. Johnson and require she provide proof of completing within 90 days of entry of Order, the following two NCSBN online courses: "*Disciplinary Actions: What Every Nurse Should Know*", and "*Professional Accountability & Legal Liability for Nurses*". The motion was seconded and carried unanimously.

An Order will be entered. As provided by law, this decision shall become a Final Order 30 days after service of such Order on Ms. Johnson, unless a written request to the Board for a formal hearing on the allegations made against her is received from Ms. Johnson 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. The motion was seconded and carried unanimously.

**CONFERENCES**

**SCHEDULED:**

**Sheila Ratliff, L.P.N. 0002-087639**

Ms. Ratliff did not appear.

**CLOSED MEETING:**

Ms. Caliwagan 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. Ratliff. Additionally, Ms. Caliwagan moved that Ms. Power and Ms. Deaner 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 2:38 P.M.

Ms. Caliwagan 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. Caliwagan moved to issue an Order of reprimand to Ms. Ratliff. The motion was seconded and carried unanimously.

An Order will be entered. As provided by law, this decision shall become a Final Order 30 days after service of such Order on Ms. Ratliff, unless a written request

to the Board for a formal hearing on the allegations made against her is received from Ms. Ratliff 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. The motion was seconded and carried unanimously.

CONFERENCES  
SCHEDULED:

**Jacquelyn Goode, L.P.N. 0002-090884**  
Ms. Goode did not appear.

CLOSED MEETING:

Ms. Caliwagan 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 2:40 P.M. for the purpose of deliberation to reach a decision in the matter of Ms. Goode. Additionally, Ms. Caliwagan moved that Ms. Power and Ms. Deaner 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 3:02 P.M.

Ms. Caliwagan 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.

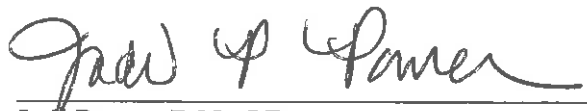
ACTION:

Ms. Caliwagan moved to issue an Order of reprimand to Ms. Goode. The motion was seconded and carried unanimously.

An Order will be entered. As provided by law, this decision shall become a Final Order 30 days after service of such Order on Ms. Goode unless a written request to the Board for a formal hearing on the allegations made against her is received from Ms. Goode 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. The motion was seconded and carried unanimously.

ADJOURNMENT:

The Board adjourned at **3:03 P.M.**



Jodi Power, R.N., J.D.  
Deputy Executive Director