

**VIRGINIA BOARD OF NURSING**  
**VIRTUAL SPECIAL CONFERENCE COMMITTEE B**  
**June 16, 2021**

**TIME AND PLACE:** The virtual Webex meeting of the Virginia Board of Nursing was called to order at 9:15 A.M. on June 16, 2021.

Due to COVID-19 declared state of emergency and consistent with Amendment 28 to HB29 (Budget Bill for 2018-2020) and the applicable provision of §2.2-3708.2 in the Freedom of Information Act, the Board convened a virtual meeting to consider such regulatory and business matters as was presented on the agenda for the Board to discharge its lawful purposes, duties, and responsibilities.

**MEMBERS PRESENT:** Cynthia M. Swineford, R.N., M.S.N., C.N.E. - Chairperson  
James L. Hermansen-Parker, M.S.N., R.N., P.C.C.N.-K.

**STAFF PRESENT:** Claire Morris, R.N., L.N.H.A., Deputy Executive Director

**OTHERS PRESENT:** Grace Stewart, Adjudication Specialist  
David Kazzie, Adjudication Consultant  
Sally Ragsdale, Discipline Specialist  
Lakisha Goode, Discipline Specialist

**CONFERENCES  
SCHEDULED:**

**Heather Lewis, R.M.A. 0031-005844**  
Ms. Lewis did not appear.

**CLOSED MEETING:** Mr. Hermansen-Parker 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 9:19 A.M. for the purpose of deliberation to reach a decision in the matter of Ms. Lewis. Additionally, Mr. Hermansen-Parker moved that Ms. Morris, Ms. Stewart, Ms. Goode, and Ms. Ragsdale 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 9:44 A.M.

Mr. Hermansen-Parker 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:** Mr. Hermansen-Parker moved to issue an Order to Reprimand Heather Lewis and to require Ms. Lewis to provide proof of completion of the following

course within 90 days of entry of the Order: “*Medication Administration Documentation*”. 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. Lewis unless a written request to the Board for a formal hearing on the allegations made against her is received from Ms. Lewis 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 basis of this decision will be set forth in a Board Order which will be mailed to the respondent at the address of record.

CONFERENCES

SCHEDULED:

**Octavia Williams, R.M.A., C.N.A. 0031-011557 / 1401-188479**  
Ms. Williams appeared.

CLOSED MEETING:

Mr. Hermansen-Parker 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 10:59 A.M. for the purpose of deliberation to reach a decision in the matter of Ms. Williams. Additionally, Mr. Hermansen-Parker moved that Ms. Morris, Ms. Stewart, Ms. Goode, and Ms. Ragsdale 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 11:32 A.M.

Mr. Hermansen-Parker 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:

Mr. Hermansen-Parker moved to offer a Consent Order to Octavia Williams for the Indefinite Suspension of her certificate as a Certified Nurse Aide and Registration as a Medication Aide for not less than 1 year, in lieu of a Formal Hearing with a Finding of Neglect (based on a single incident). The motion was seconded and carried unanimously.

This Consent Order shall be effective upon endorsement of its findings, conclusions, and terms of consent by both Ms. Williams and the Board.

The basis of this decision will be set forth in a Consent Order which will be mailed to the respondent at the address of record.

CONFERENCES

SCHEDULED:

**Deja Stokes, C.N.A. 1401-187560**  
Ms. Stokes appeared.

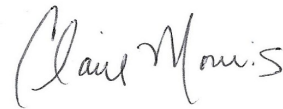
CLOSED MEETING: Mr. Hermansen-Parker moved that the Special Conference Committee of the Board of Nursing convene a closed meeting pursuant to Section 2.2-3711(A)(27) of the *Code of Virginia* at 1:38 P.M. for the purpose of deliberation to reach a decision in the matter of Ms. Stokes. Additionally, Mr. Hermansen-Parker moved that Ms. Morris, Ms. Stewart, Ms. Goode, and Ms. Ragsdale 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 2:01 P.M.

Mr. Hermansen-Parker 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: Mr. Hermansen-Parker moved to refer the matter regarding Deja Stokes to a Formal Hearing of the Board of Nursing. The motion was seconded and carried unanimously.

ADJOURNMENT: The Board adjourned at 2:05 P.M.



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Claire Morris, R.N., L.N.H.A.  
Deputy Executive Director