



# **Board of Nursing**

## **Office of Professional Regulation, Vermont Secretary of State**

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<https://sos.vermont.gov/opr/>

### **MINUTES**

**November 13, 2023**

**Remote Meeting**

1. **Call to Order:** The meeting was called to order at 9:00 a.m. by the Chair, Jennifer Laurent.

**Board members present:** Jennifer Laurent, Jennifer Lyon, Ginger Gillette-Kent, Deb Belcher, William “Jamie” Floyd and Matthew Choate.

**Ad Hoc member:** Douglas Sutton and Jeanine Carr

**Absent:** Kelly Sinclair, Daniel Coane and Luana Tredwell

**Staff members present:** Shiela Boni, Nursing Board Executive Officer; Carrie Phillips, Pharmacy Executive Officer; Lauren Layman, Board Counsel; Noura Eltabbakh, General Counsel; Emily Tredeau, General Counsel, Judge George Belcher, Administrative Law Officer; Kristin Donnelly, Case Manager; Elizabeth Kneen, Case Manager, Julie Bowen, Docket Clerk, Corrine Reynolds, Licensing Administrator; Kamanie Sweet, Licensing Administrator; Michelle Lavoie, Licensing Administrator, Danielle Rubalcaba, Business Project Manager, Laticia Garcia, Enforcement Licensing Administrator; Kris Bowdish, OPR Deputy Chief Investigator; Michael Warren, Chief Investigator; Matthew Kinsley, Investigator, Dennis Menard, Investigator, Paul Petralia, Investigator, Marcello D’Alessandro, Investigator and Shawn McGarvin, Investigator.

**Prosecuting Attorneys:** Jennifer Colin, Rachel Heath, Ultan Doyle and George Hasselback.

**Guests:** Jaime Brave, Katheryn Butterly, Maxine Grad, David Allen, Rebecca Parker, Attorney Robb Spensley, Hannah Waite, Janna Guillemette, Nick Hansen, Jamie Hall, Attorney Hannah C. Waite, TLCHR-Guest, GMTCC LNA program: Heidi Richard, Laura Aponte, Kenique Josephs, Sam Snow, Kyleigh Philip, Kylee Fleming, Jessie Johnson, Ayden Laundry, Brooke Therrien, Ila Bullard, Dana Callahan, North Country Career Center students from LNA & Human Growth: Jazmine Barker, Brooklynne Niles, Madison Hammond, Brooke Breitmeyer, Garrett Perron, Olivia MacEachern, Frankie Lalime, Madison Bowman, Alan Esposito, Julianna Cole, Celine Champine

### **2. Approval of Minutes from October 9, 2023**

Jen Lyon moved to approve the minutes of October 9, 2023. William “Jamie” Floyd seconded. The motion passed unanimously. Jeannie Carr abstained.

### 3. Executive Officer Report

Shiela Boni:

- In a meeting with Vermont CNOs facilitated by VAHHS, three issues were identified: concerns raised that insurance companies are not accepting billing from APRN's with a Provisional license, there is interest in establishing legislation that would regulate healthcare staffing agencies, and there is interest in establishing a student nurse apprenticeship program LNA Testing: Excel Testing is now the current vendor for LNA testing in Vermont. We have received formal communication from CMS that our proposal to have non-CMS facility RN faculty of LNA programs complete skills demonstration exams is in compliance with CMS regulations. We will be partnering with DAIL and colleagues from UVM to develop and implement this alternative process.
- OPR office renovations: OPR has temporarily moved to 128 State St., while renovations are being done. The renovations are expected to take about 3 months. We are anticipating we will be able to offer in person & hybrid options for the February 2024 meeting.
- Kevin Rushing will be attending this meeting to discuss the budget. Shared the November 2023 Executive Officer Report with Board members.

### 4. Discipline Hearings

- 2023-162 – *In re: Nick Hansen, Contested Hearing: Specification of Charges*
  - The matter was heard on the record. William “Jamie” Floyd made the motion, seconded by Matthew Choate, to move to deliberative session. Upon return, William “Jamie” Floyd moved to accept charges #1 and to amend the order, Douglas Sutton seconded. The motion passed by the majority. Matthew Choate and Jeanine Carr voted “No” and Jen Lyon, Ginger Gillette-Kent, Jennifer Laurent, William “Jamie” Floyd, Deb Belcher, and Douglas Sutton voted “Yes”. William “Jamie” Floyd moved to accept charges #2 & #3 as ordered, Douglas Sutton seconded. The motion passed unanimously.
- 2023-755 – *In re: Bobbie Davis, Contested Hearing: Notice of Summary Suspension*
  - The matter was requested for a continuance.
- 2023- 163 & 164 – *In re: Marlana Dixon, Uncontested Hearing: Stipulation and Consent Order*
  - After review, Jeanine Carr made the motion to accept the order, Jen Lyon seconded. The motion passed unanimously. Jennifer Laurent was recused.
- 2023- 59 – *In re: Sharon Laub, Uncontested Hearing: Stipulation and Consent Order*
  - After review, Matthew Choate made the motion to accept the request, Deb Belcher seconded. The motion passed unanimously.
- 2023- 156 – *In re: Kathryn Butterly, Uncontested Hearing: Stipulation and Consent Order*
  - After review, William “Jamie” Floyd made the motion to accept the request, Jeanine Carr seconded. The motion passed unanimously.
- 2022- 53 – *In re: Kyra Carey, Uncontested Hearing: Order on Motion for Default*
  - After review, Douglas Sutton made the motion to accept the request, Jen Lyon seconded. The motion passed unanimously.
- 2016-133 – *In re: Rebecca Parker, Uncontested Hearing: Order to Remove Conditions*
  - After review, Deb Belcher made the motion to accept the request, Matthew Choate seconded. The motion passed unanimously.

- 2018- 21 – *In re: Trisha Nash, Uncontested Hearing: Order to Remove Conditions*
  - After review, Jen Lyon made the motion to accept the request, William “Jamie” Floyd seconded. The motion passed unanimously. Douglas Sutton recused.
- 2023- 98 – *In re: Eden Netelkos, Uncontested Hearing: Order on Motion for Default*
  - After review, Jeanine Carr made the motion to accept the request, Matthew Choate seconded. The motion passed unanimously. Jennifer Laurent recused.

## 5. Other Business

- Education Subcommittee Report: Shiela Boni, Nursing Executive Officer
  - Presented all the reports except UVM: William “Jamie” Floyd motioned to approve the reports and Ginger Gillette-Kent seconded. The motion unanimously passed.
  - Presented the UVM report: Matthew Choate motioned to approve the report and Ginger Gillette-Kent seconded. The motion passed and Jennifer Laurent-recused from this motion.
  - Norwich Program is requesting full approval from the board. William “Jamie” Floyd motioned full approval for the Norwich program and Deb Belcher seconded. The motion passed unanimously.
  - Revision of the annual report 2023-2024:
    - Added RN-BSN, master’s program, revision date 10/23, N/A, RN-BEN, DNP, DNP Entry Program. Matthew Choate motioned to approve the revisions that the sub-committee presented, William “Jamie” Floyd seconded. The motion passed unanimously.
  - Shiela received a request from Castleton for board approval of their MSN programs as they have received confirmation of CCNE accreditation. This will be deferred to December’s board meeting.
- Budget Discussion: Deferred due to time constraints. **This is deferred to December’s board meeting at 8:45AM.**

## 6. Adjournment

There being no additional business, Jennifer Laurent adjourned the meeting at 2:18 p.m.

Next Scheduled Meeting – December 11, 2023 at 8:45 am  
Please check the office [website](#) for updates.