



Board of Nursing

Office of Professional Regulation, Vermont Secretary of State

89 Main Street, 3rd Floor · Montpelier, VT 05620-3402

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

APPROVED MINUTES

May 13, 2024
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, Daniel Coane, Luana Tredwell, William “Jamie” Floyd, Matthew Choate, Ginger Gillette-Kent, Deb Belcher, Jill Neary, and Marsha Arend.

Staff members present: Kevin Rushing, Director; Tara Grenier, Deputy Director; Shiela Boni, Nursing Board Executive Officer; Carrie Phillips, Pharmacy Executive Officer; Lauren Layman, General Counsel; Noura Eltabbakh, General Counsel; Emily Trudeau, General Counsel; 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; Matthew Knisley, Investigator; Shawn McGarvin, Investigator; Ryan Prince, Investigator and Dennis Menard, Investigator.

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

Guests: Raequel Gordon, Jennika Park, Mary Kay Jurovcik, Gretchen Thomas, Briana Miller, and Brandy Haymaker.

2. Approval of Minutes from March 11, 2024

William “Jamie” Floyd moved to approve the minutes of March 11, 2024. Daniel Coane seconded. The motion passed.

[3.] Executive Officer Report: Shiela Boni, Nursing Executive Officer:

- **Administrative Updates:**

- OPR has regretfully received Kelly Sinclair’s resignation from the Board effective immediately due to personal reasons. We are grateful for her ten years of dedicated and meaningful service on the Board and wish her all the best.
- OPR has moved back in the office, but the boardroom renovations related to the IT equipment are still not complete. We are anticipating this will be completed by the July meeting. Board members will be notified when the hybrid meetings will begin.
- Reviewed the Executive Officer Report with trends.
- The NLC is hosting Legal Forum webinars throughout June and July. Shiela will forward the online registration link to Board members who may register for any or all of the sessions.
- The NCSBN Annual meeting is being held in Chicago on 8/28-8/30/24 travel dates are 8/27 & 8/30. NCSBN covers the expenses for Board Chairs and Executive Officers as well as 2 additional attendees. Registration will open up in June.

3.[4.] Discipline Hearings

- 2012-759 – *In re: Dale Kenyon, Contested Hearing; Opposition to Remove Conditions*
 - Update: a request to remove conditions has been withdrawn and there is no matter to hear.
- 2013-739 – *In re: Karen Walker, Contested Hearing; Opposition to Remove Conditions*
 - The matter was heard on the record. William “Jamie” Floyd moved to deny the motion to remove conditions, seconded by Matthew Choate. The motion passed unanimously.
- 2024-77 – *In re: Bobbie Davis, Contested Hearing: Summary Suspension*
 - The matter was heard on the record. Jennifer Laurent moved to deliberative session, seconded by Marsha Arend at 10:14am and back at 10:34am. Matthew Choate moved to approve the request for summary suspension, seconded by Deb Belcher. The motion passed by the majority: Jennifer Lyon, Daniel Coane, Luana Tredwell, William “Jamie” Floyd, Matthew Choate, Ginger Gillette-Kent, Deb Belcher, Jill Neary, and Marsha Arend voting in favor, Jennifer Laurent voting against.
- 2024-78 – *In re: Nomwende Kafando, Contested Hearing: NOH for Summary Suspension*
 - The matter was not heard on the record. George Hasselback, Prosecuting Attorney stated, “The state has not been able to serve Nomwende Kafando the summary suspension.”
- 2024-18 & 19 – *In re: Brandy Haymaker, Uncontested Hearing: Stipulation and Consent Order*
 - The matter was heard on the record. Matthew Choate moved to approve the stipulation and consent order, seconded by Jen Lyon. The motion passed; Jennifer Laurent was recused.
- 2024-16 – *In re: Amanda Jones, Uncontested Hearing: Stipulation and Consent Order*
 - The matter was heard on the record. Jen Lyon moved to approve the stipulation and consent order, seconded by Daniel Coane. The motion passed; Jennifer Laurent was recused.
- 2023-178 – *In re: Fawn Munro, Uncontested Hearing: Stipulation and Consent Order*
 - The matter was heard on the record. Daniel Coane moved to accept the motion, seconded by William “Jamie” Floyd. The motion passed; Ginger Gillette-Kent was recused.
- 2024-9 – *In re: Meghan Muir, Uncontested Hearing: Default Order*
 - The matter was heard on the record. Deb Belcher moved to accept the proposed order, seconded by Luana Tredwell. The motion passed; Ginger Gillette-Kent was recused.
- 2022-174 – *In re: Mark Lacombe, Uncontested Hearing: Default Order*
 - The matter was heard on the record. William “Jamie” Floyd moved to approve the proposed order, seconded by Jen Lyon. The motion passed unanimously.
- 2023-30 – *In re: Monica Jones, Uncontested Hearing: Default Order*
 - The matter was heard on the record. Matthew Choate moved to approve the proposed order, seconded by William “Jamie” Floyd. The motion passed; Ginger Gillette-Kent was recused.
- 2022-74 – *In re: Emily Legacy, Uncontested Hearing: Order to Remove Conditions*
 - The matter was heard on the record. Daniel Coane moved to approve the petition to remove conditions, seconded by Matthew Choate. The motion passed; William “Jamie” Floyd was recused.

- 2023-61 – *In re: Wendy Culligan, Uncontested Hearing: Order to Remove Conditions*
 - The matter was heard on the record. William “Jamie” Floyd moved to approve the petition to remove conditions, seconded by Daniel Coane. The motion passed unanimously.

4.[5.] Other Business:

- Education Subcommittee Report: Shiela Boni & William “Jamie” Floyd
 - Met in March 2024
 - New VT State College contacts: Helen Papeika, DNP, Co- Chair of Nursing Department for RN and MSN program oversight & Carolyn Stannard-Carlo, DNP, RN, Co- Chair responsible for ADN & LPN program oversight.
 - Reviewed Woodridge LNA Program: we are delaying until facility is cleared from deficiencies
 - MNA Endorsement for LNA’s: OPR is currently seeking a new MNA test vendor. The sub-committee reviewed a proposal from Excel Testing and recommends the Board accept the proposal after one revision that would align the MNA student requirements regarding work hours with the Admin Rules. This correction has been made in the final proposal. Matthew Choate made a motion to accept Excel Testing as the VT MNA testing provider, seconded by Daniel Coane. The motion passed unanimously.
- Final Review of the Revised Joint Draft Statement on IV Therapy Clinics Approved by Board of Medical Practices: Emily Tredeau, General Counsel
 - Emily reviewed the changes requested by the board.
 - Emily addressed the BON concerns about:
 - Description of who may compound
 - The purpose of the statement is to focus on IV clinics who may not compound (PA, APRN & RN’s) and address the rise in so-called “Med Spas”.
 - Additional explanatory footnotes were added
 - William “Jamie” Floyd made a motion to accept the Revised Joint Statement on IV Therapy Clinics, seconded by Ginger Gillette-Kent. The motion passed.
- Request for waiver of refresher program; Shiela Boni
 - Pursuant to Admin Rule Part 4-10 (b), the Board was asked to review the case of Thomas Callanan, RN, whose Vermont RN license expired in 2013. Mr. Callanan has not maintained active practice for more than five years. He has requested that instead of taking a refresher program, he be approved for reinstatement by some other means. He has completed 20 continuing education hours, however, Part 4-10 (a) of the Admin Rules only allows renewal of a lapsed license through continuing education hours for licensees whose lapsed license is less than five years.
 - Matthew Choate made a motion to deny the request, seconded by William ‘Jamie’ Floyd, the motion passed unanimously.

5.[6.] Public Comment: No public comment

6.[7.] Adjournment

There being no additional business, Jennnifer Laurent adjourned the meeting at 12:26 pm.

The next scheduled meeting is June 10, 2024