



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/>

UNAPPROVED MINUTES

August 12, 2024
Remote Meeting

1. **Call to Order:** The meeting was called to order at 9:17 a.m. by the Chair, Jennifer Laurent.

Board members present: Matthew Choate, Marsha Arend, Deborah Belcher, Jennifer Laurent, Raequel Gordon and Ginger Gillette-Kent (arrived at 11:15 am)

Absent: Daniel Coane, William "Jamie" Floyd, Jill Neary and Jennifer Lyon

Ad Hoc members: Doug Sutton

Staff members present: George Belcher, Administrative Law Officer, Shiela Boni, Nursing Board Executive Officer; Tara Grenier, Deputy Director, Noura Eltabbakh, Board Counsel; Kristin Donnelly, Case Manager; Elizabeth Kneen, Case Manager, Julie Bowen, Docket Clerk; Corrine Reynolds, Licensing Administrator; Kamanie Sweet, Licensing Administrator; Laticia Garcia, Enforcement Licensing Administrator; Michael Desjardins, Investigator; Matthew Knisley, Investigator; Shawn McGarvin, Investigator, Dennis Menard, Investigator, Paul Petralia, Investigator, and Ryan Prince, Investigator.

Prosecuting Attorneys: George Hasselback and Rachel Heath.

Guests: Bob Larrow, Flavia Porch, Vienna Gildea, Daniel McSwiggan, Helen Labun and Suzanne Leavitt.

2. **Recordings of Board Meetings:** As of July 1, 2024, Vermont requires all Board Meetings to be recorded and saved for 30 days.

3. **Approval of Minutes from July 8, 2024**

Matthew Choate moved to approve the minutes of the July 8, 2024, Raequel Gordon seconded, the motion passed. Doug Sutton recused.

4. **Executive Officer Report**

Shiela Boni shared as of July 1, 2024, Vermont requires all Board Meetings to be recorded and saved for 30 days.

OPR Board Room Update: Equipment & technology may be ready for the September meeting. All board meetings will still have the hybrid option. Shiela will reach out prior to the meeting with details.

VT State University has a new Nursing Program Administrator, Dr Caitlyn Stover

Shiela reviewed the July license data: noting a positive trend for all nurse license types
NCSBN annual meeting is being held in Chicago, IL in August. Jennifer Laurent and Marsh Arend will be In attendance as Vermont delegates

NLC Annual Meeting is being held in August. Shiela will be attending virtually as Vermont's NLC

commissioner.

Discipline Hearings

- 2024-112 to 2024-114 – *In re: Daniel McSwiggan, Contested Hearing*
 - This case was administratively continued for next month.
- 2020-31 – *In re: Sarah Stanley, Consented Hearing*
 - Matthew Choate made a motion to go into deliberative session, seconded by Marsha Arend at 10:12 am and returned at 11:00 am. Matthew Choate moved to amend the existing order from September 2023 to remove condition number 9 and modify condition number 8 from direct supervision to on-site supervision, seconded by Marsha Arend. The motion passed: Deb Belcher, Matthew Choate, Raequel Gordon, Marsha Arend and Doug Sutton voted “Yes”, and Jennifer Laurent voted “No.”.
- 2023-105 – *In re: Jacqueline Holcomb, Request to Modify Conditions*
 - Doug Sutton made a motion to find the facts set forth in the specification of charges and to impose an indefinite suspension of Respondent’s Vermont license and order to cease and desist of any practice in the state of Vermont until satisfactory evaluation has been filed, at which time the Board would consider appropriate conditions at that time. Matthew Choate seconded. The motion passed unanimously
- 2024-111 – *In re: Justin Offermann, Stipulation and Consent Order*
 - Matthew Choate moved to accept the voluntary indefinite suspension; Raequel Gordon seconded. The motion passed unanimously.
- 2024-117 to 2024-119 – *In re: Amanda Lawrence, Stipulation and Consent Order*
 - Deb Belcher moved to accept the voluntary indefinite suspension; Marsha Arend seconded. The motion passed unanimously; Ginger Gillette-Kent recused.
- 2010-378 – *In re: Robert Larrow, Uncontested Removal of Conditions*
 - Matt Choate moved to grant the request; Raequel Gordon seconded. The motion passed unanimously.
- 2020-116 – *In re: Garikai Moyo, Uncontested Removal of Conditions*
 - Matthew Choate moved to grant the request; Raequel Gordon seconded. The motion passed.
Doug Sutton recused.
- 2022-30 & 31 – *In re: Kate Barash Engel, Uncontested Removal of Conditions*
 - Deb Belcher moved to grant the request; Matthew Choate seconded. The motion passed unanimously.

5. Other Business

Final Proposal Rule: Residential Care Home and Assisted Living Residence Licensing Rules:
Presented by Helen Labun, Executive Director of VT Health Care Association and Suzanne Leavitt,
Assistant Director of Division of Licensing & Protection: Survey & Certification.

- The board asked questions regarding “Nurse” being changed to “Registered Nurse”. Currently “Nurse” is be interpreted as LPN or RN.
- The board did not feel they had enough time to formally address the proposed rule.

6. Public Comment:

None.

Adjournment

There being no additional business, Jennnifer Laurent adjourned the meeting at 1:00 p.m.

Next Scheduled Meeting – September 9, 2024 at 9:00 am.
Please check the office [website](#) for updates.