



Agenda Item 5.0

Report of the Administrative Committee

BRN Board Meeting | March 26-27, 2026

Report of the Administrative Committee
March 26, 2026

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Agenda Item 5.1

Executive Officer Report

BRN Board Meeting | March 26-27, 2026

BOARD OF REGISTERED NURSING
Agenda Item Summary

AGENDA ITEM: 5.1
DATE: March 26-27, 2026

ACTION REQUESTED: Executive Officer Report

REQUESTED BY: Board

BACKGROUND:

Loretta Melby, Executive Officer (EO), will provide updates on vacancies as well as education and outreach events which may include conferences attended, stakeholder meetings, and social media communication. Vacancy details are provided in this AIS, and all other EO updates are provided as follows:

Report of the Administrative Committee:

- Strategic Plan: update on goals – Day 1; Agenda item 5.2
- Budget update and personnel – Day 1; Agenda item 5.3
- Regulations update – Day 1; Agenda item 7.2

Report of the Nursing Practice Committee:

- Advisory committee updates – Day 1; Agenda Item 7.3

Report of the Education/Licensing Committee:

- Licensing information including current population, Applications received, Licenses issued, Processing times, Examination information including pass/fail rates – Day 1; Agenda item 8.0-8.5

Report of the Enforcement, Investigations, and Intervention Committee:

- Enforcement and Investigations information including numbers of complaints received and pending, case aging, case disposition, and probation – Day 1; Agenda item 9.0-9.3

Report of the Legislative Committee:

- Legislative update – Day 2; Agenda item 4.0

BRN Vacancy Information as of March 1, 2026			
Classification	Division	Program/Unit	Vacancies*
Supervising Nursing Education Consultant (SNEC)	Licensing	Continuing Education	1
Nursing Education Consultant (NEC)	Licensing	Continuing Education	1
Office Technician	Licensing	Continuing Education	1
Program Technician II	Licensing	Continuing Education	1
NEC	Licensing	Education	1
Analyst I	Licensing	Advanced Practice	1
Supervising Program Technician II	Licensing	US Evaluation	1
Program Technician II	Licensing	US Evaluation	2
CEA B (AEO)	Executive		1
Manager II	CSBOD		1
Analyst I	CSBOD		1
Program Technician III	CSBOD	PIU	1
Program Technician II	CSBOD	PIU	4
Analyst I	CSBOD	Admin Services	1

BRN Vacancy Information as of March 1, 2026 (cont'd)

Classification	Division	Program/Unit	Vacancies*
Analyst II	CSBOD	Decisions and Appeals	1
Business Services Operator	CSBOD	Admin Services	1
Office Technician	CSBOD	Cashiering	1
Office Technician	Enforcement	Intervention	1
Analyst I	Enforcement	Intervention	1
Analyst II	Enforcement	Probation	1
NEC	Enforcement		1
Special Investigator	Investigations	Investigations	1
TOTAL:			26

* Vacancies include full-time permanent positions.

NEXT STEP:

PERSON TO CONTACT:

Loretta Melby
Executive Officer
California Board of Registered Nursing
Loretta.Melby@dca.ca.gov



Agenda Item 5.2

**Information and Discussion Only:
2026-2030 Strategic Plan and Goal Progression**

(Supporting materials forthcoming)

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Agenda Item 5.3

**Information and Discussion Only:
Presentation by DCA Budget Office on the Registered
Nursing Fund Condition**

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BOARD OF REGISTERED NURSING
Agenda Item Summary

AGENDA ITEM: 5.3
DATE: March 26-27, 2026

ACTION REQUESTED: Fund condition report by DCA Budget Office

REQUESTED BY: Board

BACKGROUND: Presentation on the condition of the Board of Registered Nursing Fund

NEXT STEP:

PERSON TO CONTACT: Matthew Yeates
Deputy Chief, Consumer Services and Board Operations Division
California Board of Registered Nursing
Matthew.Yeates@dca.ca.gov

Department of Consumer Affairs

Expenditure Projection Report

Board of Registered Nursing

Reporting Structure(s): 11113000 Support, 11113010 BRN–Public Health Nurse Waiver

Fiscal Month: 7

Fiscal Year: 2025 - 2026

Run Date: 02/19/2026

PERSONAL SERVICES

Fiscal Code	Line Item	PY Budget	PY FM13	Percent Budget Spent	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Projections to Year End	Balance	Percent Budget Spent
5100	PERMANENT POSITIONS	\$16,619,000	\$15,443,875	24.62%	\$16,975,000	\$1,167,096	\$8,914,580	\$0	\$8,914,580	\$15,322,458	\$1,652,542	24.13%
5100	TEMPORARY POSITIONS	\$135,000	\$82,989	0.93%	\$135,000	\$144,056	\$472,223	\$0	\$472,223	\$322,955	-\$187,955	0.51%
5105-5108	PER DIEM, OVERTIME, & LUMP SUM	\$82,000	\$90,478	0.14%	\$82,000	\$3,500	\$31,000	\$0	\$31,000	\$401,064	-\$319,064	0.63%
5150	STAFF BENEFITS	\$9,018,000	\$8,833,031	14.08%	\$9,596,000	\$806,045	\$5,537,080	\$0	\$5,537,080	\$9,228,905	\$367,095	14.54%
PERSONAL SERVICES		\$25,854,000	\$24,950,374	39.77%	\$26,788,000	\$2,120,697	\$14,954,883	\$0	\$14,954,883	\$25,275,382	\$1,512,618	39.81%

OPERATING EXPENSES & EQUIPMENT

Fiscal Code	Line Item	PY Budget	PY FM13	Percent Budget Spent	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Projections to Year End	Balance	Percent Budget Spent
5301	GENERAL EXPENSE	\$1,184,000	\$881,390	1.41%	\$1,189,000	\$107,508	\$342,695	\$71,699	\$414,393	\$778,613	\$410,387	1.23%
5302	PRINTING	\$183,000	\$492,135	0.78%	\$185,000	\$1,586	\$20,469	\$455,194	\$475,663	\$477,372	-\$292,372	0.75%
5304	COMMUNICATIONS	\$151,000	\$47,104	0.08%	\$153,000	\$10,582	\$31,681	\$0	\$31,681	\$52,739	\$100,261	0.08%
5306	POSTAGE	\$81,000	\$89,477	0.14%	\$82,000	\$11,116	\$35,485	\$0	\$35,485	\$72,008	\$9,992	0.11%
5308	INSURANCE	\$0	\$13,890	0.02%	\$0	\$0	\$7,175	\$0	\$7,175	\$14,350	-\$14,350	0.02%
53202-204	IN STATE TRAVEL	\$168,000	\$141,123	0.22%	\$171,000	\$2,798	\$45,539	\$0	\$45,539	\$170,000	\$1,000	0.27%
5322	TRAINING	\$82,000	\$3,016	0.00%	\$83,000	\$0	\$575	\$0	\$575	\$3,000	\$80,000	0.00%
5324	FACILITIES	\$1,519,000	\$1,819,346	2.90%	\$1,526,000	\$154,809	\$1,099,277	\$754,693	\$1,853,970	\$1,887,393	-\$361,393	2.97%
53402-53403	C/P SERVICES (INTERNAL)	\$12,087,000	\$11,449,915	18.25%	\$12,087,000	\$847,335	\$5,418,580	\$252,015	\$5,670,595	\$11,230,461	\$856,539	17.69%
5340310000	Legal - Attorney General	\$9,810,000	\$9,310,019	14.61%	\$9,810,000	\$738,684	\$4,528,425	\$0	\$4,528,425	\$8,991,501	\$818,499	14.16%
5340320000	Office of Adminis Hearings	\$1,977,000	\$1,961,539	3.08%	\$1,977,000	\$91,394	\$815,887	\$0	\$815,887	\$1,912,677	\$64,324	3.01%
53404-53405	C/P SERVICES (EXTERNAL)	\$2,969,000	\$3,289,151	5.24%	\$2,654,000	\$280,054	\$1,155,779	\$1,816,892	\$2,972,670	\$3,475,136	-\$821,136	5.47%
5342	DEPARTMENT PRORATA	\$19,137,000	\$17,336,157	27.64%	\$18,097,000	\$0	\$13,196,250	\$0	\$13,196,250	\$18,097,000	\$0	28.50%
5342	DEPARTMENTAL SERVICES	\$2,000	\$122,020	0.19%	\$2,000	\$27,221	\$66,193	\$0	\$66,193	\$145,946	-\$143,946	0.23%
5344	CONSOLIDATED DATA CENTERS	\$125,000	\$119,911	0.19%	\$129,000	\$0	\$0	\$0	\$0	\$125,907	\$3,093	0.20%
5346	INFORMATION TECHNOLOGY	\$61,000	\$77,080	0.12%	\$61,000	\$1,283	\$308,638	\$46,839	\$355,477	\$367,162	-\$306,162	0.58%
5362-5368	EQUIPMENT	\$50,000	\$125,097	0.20%	\$190,000	\$1,105	\$10,417	\$6,316	\$16,733	\$129,505	\$60,495	0.20%
5390	OTHER ITEMS OF EXPENSE	\$91,000	\$21,257	0.03%	\$91,000	\$4,021	\$16,036	\$0	\$16,036	\$28,926	\$62,074	0.05%
54	SPECIAL ITEMS OF EXPENSE	\$0	\$5,498	0.01%	\$0	\$0	\$220	\$0	\$220	\$5,718	-\$5,718	0.01%
OPERATING EXPENSES & EQUIPMENT		\$37,890,000	\$36,033,569	57.44%	\$36,700,000	\$1,449,420	\$21,755,008	\$3,403,647	\$25,158,655	\$37,061,237	-\$361,237	58.38%
OVERALL TOTALS		\$63,744,000	\$60,983,943	97.22%	\$63,488,000	\$3,570,116	\$36,709,891	\$3,403,647	\$40,113,538	\$62,336,618	\$1,151,382	98.19%
REIMBURSMENTS		-\$1,014,000	-\$2,924,000		-\$1,014,000					-\$1,014,000		
OVERALL NET TOTALS		\$62,730,000	\$58,059,943	92.56%	\$62,474,000	\$3,570,116	\$36,709,891	\$3,403,647	\$40,113,538	\$61,322,618	\$1,151,382	98.16%

1.84%

0761 - Board of Registered Nursing Fund Analysis of Fund Condition
(Dollars in Thousands)
2026-27 Governor's Budget W-FM 7 Projections

Prepared 2.19.2026

	Actuals 2024-25	CY 2025-26	BY 2026-27	BY +1 2027-28	BY +2 2028-29
BEGINNING BALANCE	\$ 27,074	\$ 75,769	\$ 103,863	\$ 118,207	\$ 129,364
Prior Year Adjustment	\$ 471	\$ -	\$ -	\$ -	\$ -
Adjusted Beginning Balance	\$ 27,545	\$ 75,769	\$ 103,863	\$ 118,207	\$ 129,364
REVENUES, TRANSFERS AND OTHER ADJUSTMENTS					
Revenues					
4121200 - Delinquent fees	\$ 755	\$ 772	\$ 829	\$ 829	\$ 829
4127400 - Renewal fees	\$ 52,173	\$ 53,641	\$ 52,468	\$ 52,468	\$ 52,468
4129200 - Other regulatory fees	\$ 448	\$ 357	\$ 495	\$ 495	\$ 495
4129400 - Other regulatory licenses and permits	\$ 22,631	\$ 23,267	\$ 24,694	\$ 24,694	\$ 24,694
4143500 - Miscellaneous Services to the Public	\$ 7	\$ 8	\$ -	\$ -	\$ -
4150500 - Interest Income from Interfund Loans	\$ 827	\$ -	\$ -	\$ -	\$ -
4163000 - Income from surplus money investments	\$ 3,192	\$ 3,435	\$ 3,194	\$ 1,912	\$ 2,050
4171100 - Other Revenue Cost Recoveries	\$ 4	\$ 9	\$ -	\$ -	\$ -
4171400 - Escheat of unclaimed checks and warrants	\$ 27	\$ 22	\$ -	\$ -	\$ -
4171500 - Escheat Unclaimed Property	\$ 5	\$ 1	\$ -	\$ -	\$ -
4172500 - Miscellaneous revenues	\$ 5	\$ 5	\$ -	\$ -	\$ -
Totals, Revenues	\$ 80,074	\$ 81,517	\$ 81,680	\$ 80,398	\$ 80,536
Loan Repayment from the General Fund (0001) to the Board of Registered Nursing Fund (0761) per Item 1111-011-0761, Budget Act of 2020	\$ 30,000	\$ -	\$ -	\$ -	\$ -
Totals, Transfers and Other Adjustments	\$ 30,000	\$ -	\$ -	\$ -	\$ -
TOTALS, REVENUES, TRANSFERS AND OTHER ADJUSTMENTS	\$ 110,074	\$ 81,517	\$ 81,680	\$ 80,398	\$ 80,536
TOTAL RESOURCES	\$ 137,619	\$ 157,286	\$ 185,543	\$ 198,605	\$ 209,900
Expenditures:					
1111 Department of Consumer Affairs (State Operations)	\$ 58,060	\$ 59,630	\$ 63,513	\$ 65,418	\$ 67,381
9892 Supplemental Pension Payments (State Operations)	\$ 177	\$ -	\$ -	\$ -	\$ -
9900 Statewide General Administrative Expenditures (Pro Rata) (State Operations)	\$ 3,613	\$ 3,792	\$ 3,823	\$ 3,823	\$ 3,823
Less funding provided by General Fund (State Operations)	\$ -	\$ -9,999	\$ -	\$ -	\$ -
TOTALS, EXPENDITURES AND EXPENDITURE ADJUSTMENTS	\$ 61,850	\$ 53,423	\$ 67,336	\$ 69,241	\$ 71,204
FUND BALANCE					
Reserve for economic uncertainties	\$ 75,769	\$ 103,863	\$ 118,207	\$ 129,364	\$ 138,696
Months in Reserve	17.0	18.5	20.5	21.8	23.4

NOTES:

1. Assumes workload and revenue projections are realized in CY and ongoing.

Department of Consumer Affairs

Revenue Projection Report

Reporting Structure(s): 11113000 Support, 11113010 BRN–Public Health Nurse Waiver

Fiscal Month: 7

Fiscal Year: 2025 - 2026

Run Date: 02/19/2026

Revenue

Fiscal Code	Budget	July	August	September	October	November	December	January	Year to Date	Projection To Year End	Revenue Percentage
Delinquent Fees	\$829,000	\$58,195	\$54,433	\$59,538	\$82,698	\$65,490	\$61,770	\$90,570	\$472,693	\$771,630	0.96%
Other Regulatory Fees	\$472,000	\$31,500	\$28,490	\$34,900	\$40,745	\$36,390	\$38,170	\$35,580	\$245,775	\$356,602	0.44%
Other Regulatory License and Permits	\$23,530,000	\$1,736,256	\$1,841,585	\$1,622,717	\$1,940,242	\$1,629,444	\$2,544,620	\$2,004,356	\$13,319,220	\$23,267,390	28.92%
Other Revenue	\$3,194,000	\$8,193	\$1,379	\$3,485	\$894,113	\$49,519	\$6,650	\$969,858	\$1,933,196	\$3,479,627	4.33%
Renewal Fees	\$52,426,000	\$4,424,710	\$4,627,831	\$8,511,139	\$9,201,450	\$4,149,120	\$4,414,800	\$5,104,680	\$40,433,730	\$53,640,751	66.68%
Revenue	\$80,451,000	\$6,258,854	\$6,553,718	\$10,231,779	\$12,159,247	\$5,929,963	\$7,066,010	\$8,205,043	\$56,404,614	\$81,516,000	101.32%

Reimbursements

Fiscal Code	Budget	July	August	September	October	November	December	January	Year to Date	Projection To Year End	Revenue Percentage
Scheduled Reimbursements	\$0	\$69,759	\$67,504	\$71,754	\$76,619	\$66,199	\$63,210	\$93,541	\$508,586	\$923,557	91.08%
Unscheduled Reimbursements	\$0	\$161,122	\$151,452	\$147,546	\$122,663	\$157,110	\$206,124	\$148,645	\$1,094,662	\$1,783,618	175.90%
Reimbursements	\$1,014,000	\$230,881	\$218,956	\$219,300	\$199,282	\$223,309	\$269,334	\$242,186	\$1,603,248	\$2,707,175	266.98%



Agenda Item 5.4

**Information and Discussion Only:
Presentation by Timothy Arehart, JD, National Council
of State Boards of Nursing's (NCSBN) Senior Policy
Advisor, on the Board Action Pathway**

BRN Board Meeting | March 26-27, 2026

BOARD OF REGISTERED NURSING
Agenda Item Summary

AGENDA ITEM: 5.4
DATE: March 26-27, 2026

ACTION REQUESTED: **Information and discussion only:** Presentation by Timothy Arehart, JD National Council of State Boards of Nursing's (NCSBN) Senior Policy Advisor, on the Board Action Pathway

REQUESTED BY: Loretta Melby, RN, MSN
Executive Officer

BACKGROUND:

The NCSBN developed a Board Action Pathway Tool to guide nursing regulatory bodies (NRB) in making decisions related to practice errors or unprofessional conduct. Using this tool, along with the evidence gathered through established state investigative procedures, NRBs assess whether system issues and/or a nurse's behavioral choices contributed to the error. They then evaluate mitigating and aggravating factors to determine a proportionate and balanced action that supports public protection.

NEXT STEP:

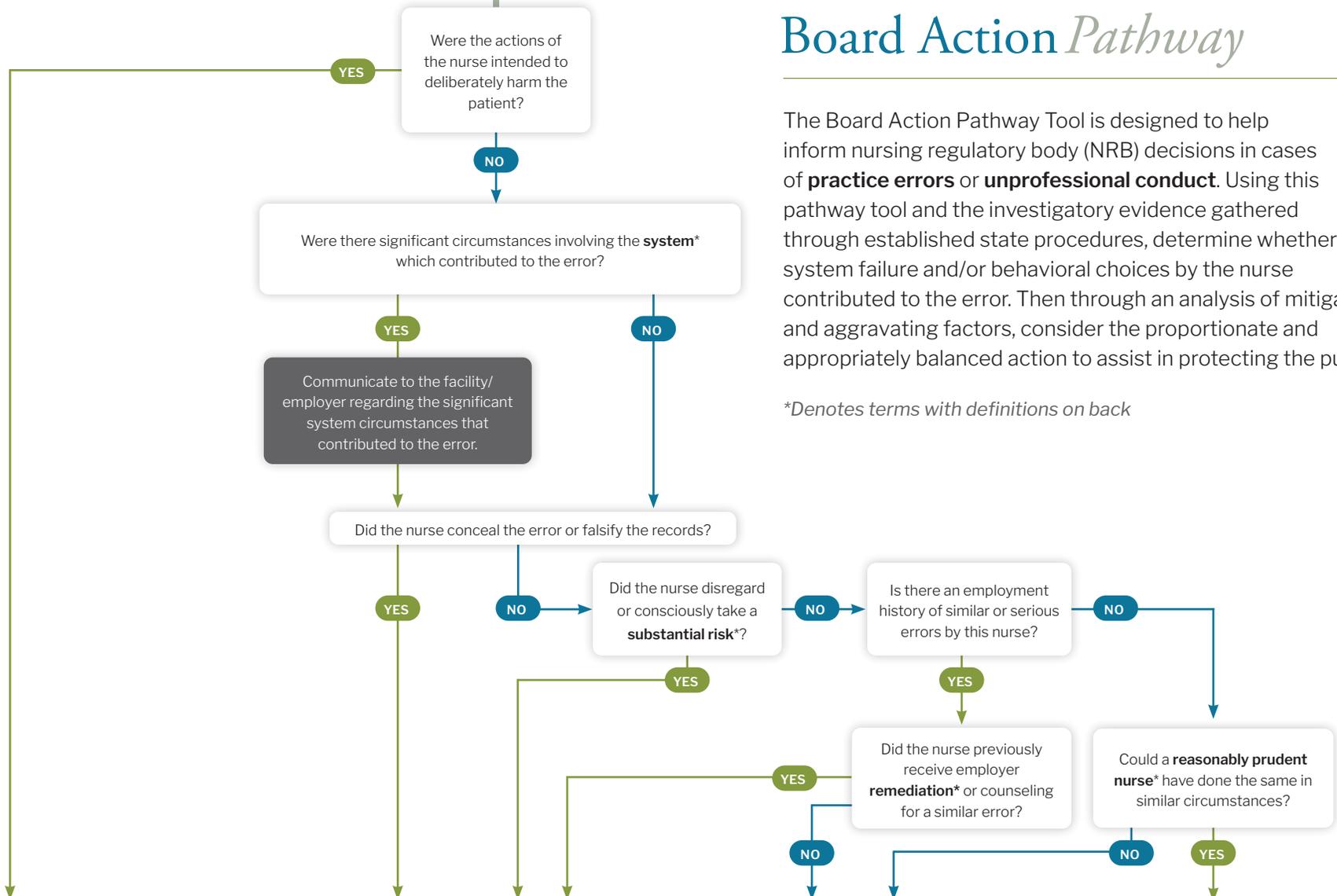
PERSON TO CONTACT: Loretta Melby
Executive Officer
California Board of Registered Nursing
Loretta.Melby@dca.ca.gov

Using the investigatory evidence, answer the questions below:

Board Action Pathway

The Board Action Pathway Tool is designed to help inform nursing regulatory body (NRB) decisions in cases of **practice errors** or **unprofessional conduct**. Using this pathway tool and the investigatory evidence gathered through established state procedures, determine whether system failure and/or behavioral choices by the nurse contributed to the error. Then through an analysis of mitigating and aggravating factors, consider the proportionate and appropriately balanced action to assist in protecting the public.

**Denotes terms with definitions on back*



Bad Intent

Initial action could include a summary suspension.

Final action could include but is not limited to: permanent suspension, revocation or surrender.

Reckless

- Assess **mitigating and aggravating factors*** to determine the proportionate and appropriately balanced NRB action.

Actions could include but are not limited to the following: summary suspension, suspension plus focused remediation and/or conditions, revocation or surrender.

At Risk

- Assess **mitigating and aggravating factors*** to determine the proportionate and appropriately balanced NRB action.

Actions could include but are not limited to the following: focused remediation, reprimand, probation with conditions, alternative to discipline for practice, suspension.

Human Error

- Assess **mitigating and aggravating factors*** to determine the proportionate and appropriately balanced NRB action.

Consider whether no action is warranted or actions could include but are not limited to the following: advisory letter, warning, letter of concern or focused remediation

Process:

1. Examine the investigatory evidence through a series of questions about the behavioral choices by the nurse leading to a determination of error accountability by the nurse (human error, at risk behavior, reckless behavior, or bad intent).
2. Determine the proportionate and appropriately balanced NRB action using the analysis of behavioral choice and aggravating and mitigating factors leading to a decision whether a board action is warranted.

Definitions

Aggravating Factor

Any fact or circumstance that increases the severity or culpability of the act

Factors could include, but are not limited to, the following:

- Knowingly created risk for more than one patient
- Number or frequency of acts of misconduct
- Act committed for personal gain or benefit
- Age, capacity, vulnerability of the patient
- Experience in practice
- Holds leadership/mentor position
- Past facility discipline
- Past NRB complaints, discipline

Mitigating Factor

Extenuating, explanatory or justifying fact, situation or circumstance

Factors could include, but are not limited to, the following:

- Isolated event
- Systems issues, communication breakdown
- Interruptions, chaotic environment
- Policies/procedures lacking or unclear
- No past NRB complaints, discipline
- Acknowledgment of responsibility/accountability

Reasonably Prudent Nurse

A nurse who uses good judgment in providing care according to accepted standards

Remediation

Education or training to correct a knowledge or skill deficit

Substantial Risk

A significant possibility that an adverse outcome may occur

System

An organization's operational methods, processes or infrastructure/environment