

**STATE OF CALIFORNIA  
DEPARTMENT OF CONSUMER AFFAIRS  
BOARD OF REGISTERED NURSING  
ENFORCEMENT/INTERVENTION  
COMMITTEE MEETING MINUTES**

**DATE:** June 24, 2021

**START TIME:** 2:03 pm

**LOCATION:** **NOTE:** Pursuant to the provisions of Governor Gavin Newsom's Executive Order N-29-20, dated March 17, 2020, a physical meeting location was not provided.

The Enforcement/Intervention Committee of the Board of Registered Nursing held a public meeting via a teleconference platform.

2:03 pm

**9.0**

**Call to Order/Roll Call/Establishment of a Quorum**

Imelda Ceja-Butkiewicz – Chair, called the meeting to order at 2:03 pm. Quorum established at 2:04 pm.

**Enforcement and  
Intervention  
Committee:**

Imelda Ceja-Butkiewicz, Public Member – Committee Chair  
Elizabeth Woods, RN, FNP, MSN  
Mary Fagan, PhD, RN, NEA-BC  
Susan Naranjo, Public Member

**BRN Staff  
Representatives:**

Shannon Johnson, Deputy Chief of Enforcement – Liaison  
Scarlett Treviso, Deputy Chief of Investigations - Liaison  
Reza Pejuhesh, Legal Counsel

2:04 pm

**9.1**

**Approval of Minutes**

**9.1.1** Review and Vote on Whether to Approve Previous Meeting Minutes

➤ April 8, 2021

**MOTION:** Elizabeth Woods: Motion - Approve the previous meeting minutes.

**SECOND:** Imelda Ceja-Butkiewicz

Public Comment for  
Agenda Item 9.1:  
VOTE:

Vote	ICB	EW	SN	MF
	Y	Y	AB	Y
<u>Key:</u> Yes: Y   No: N   Abstain: A   Absent for Vote: AB				

2:06 pm

**9.2**

**Public Comment for Items Not on the Agenda; Items for Future Agendas**

Public Comment for  
Agenda Item 9.2:

No public comment.

2:08 pm

**9.3**

**Information Only: Enforcement Update**

Presented by: Shannon Johnson, Deputy Chief of Enforcement

Discussion by committee members on the types of COVID cases the board is receiving and the source.

Mary Fagan: Investigations - What is the goal of cases per investigator?

Shannon Johnson: The goal is 30 cases each and we are currently under that goal. We will be beginning discussion on conducting workplace compliance investigations for probationary nurses; it is currently in process and under review.

Mary Fagan: Do we do anything to weigh the complexity of cases?

Shannon Johnson: CPEI dictates that category 1 and 2 go to DOI, category 3 and 4 go to BRN. The DOI pilot allows some cases in category 1 to remain with BRN. Investigators triage these cases with their supervisors.

Mary Fagan: Probation - What is the goal of the number of probationers per monitor?

Shannon Johnson: We would like to have 50 cases per monitor, but it depends on the type of cases. Chemical dependency cases have more conditions of probation and need to be monitored more closely.

Mary Fagan: Is the plan to continue having monitors work remotely?

Shannon Johnson: We have been successful in teleworking. We are continually updating procedures to maintain the success of remote work. We are awaiting guidance from DCA.

Imelda Ceja-Butkiewicz: Statistical Information - Can we get statistics for the complete FY 20/21 in comparison to previous FY's?

Shannon Johnson: We will be able to provide that at the next board meeting.

Mary Fagan: How do applicant complaints come in?

Shannon Johnson: We receive applicant complaints through the fingerprint process and when they self-disclose on their application.

Public Comment for  
Agenda Item 9.3: No public comment.

### **9.3.1 Update of DOI/BRN Pilot Project**

Presented by Scarlett Treviso, Deputy Chief of Investigations

Mary Fagan: Review what is the difference between Pilot and the usual practice.

Scarlett Treviso: Cases are being completed and distributed more smoothly. The process is now expedited to ensure that the public is protected.

Scarlett Treviso: The Pilot is continuing through December 2021. At that time, both parties will evaluate it. Specific types of quality of care cases are retained by BRN as part of the pilot project.

Mary Fagan: What are the next steps for the pilot and what is the timeframe and what is the overall metrics for success?

Scarlett Treviso: Through December 2021, then it will be re-reviewed by BRN and DOI. Timeframes will be the indicator for the quality of cases and how both parties feel it has helped them, overall skill improvements for each of the units as well. At the time it was initially signed, BRN was fully staffed while DOI had vacancies that were being filled.

Imelda Ceja-Butkiewicz: Can you send an update to the committee members on the information that was previously sent to get Mary up to speed?

Scarlett Treviso: Yes, I will send that.

Public Comment for Agenda Item 9.3.1:

No public comment.

2:27 pm

**9.4**

**Discussion and Possible Action Regarding Appointment of Intervention Evaluation Committee (IEC) Members**

Presented by: Shannon Johnson, Deputy Chief of Enforcement

Shannon Johnson: Called for the vote to move the following reappointments to full Board.

Christine Vourakis, <b>PM – Term expiration June 30, 2025</b>
Barbara Leva, <b>RN – Term expiration June 30, 2024</b>
Michelle Buckman, <b>RN – Term expiration June 30, 2025</b>

MOTION:

Imelda Ceja-Butkiewicz: Motion – Accept, Appointment of Intervention Evaluation Committee (IEC) Members

SECOND:

Elizabeth Woods

Public Comment for Agenda Item 9.4:

No public comment.

VOTE:

Vote	ICB	EW	SN	MF
	Y	Y	Y	Y

Key: Yes: Y | No: N | Abstain: A | Absent for Vote: AB

2:40 pm

**9.5**

**Adjournment**

Imelda Ceja-Butkiewicz, Chair, adjourned the meeting at 2:40 pm, as there are no further Agenda items that need to be discussed.

**Submitted by:**

**Shannon Johnson**  
Staff Liaison  
Enforcement & Intervention Committee  
California Board of Registered Nursing

**Accepted by:**

**Imelda Ceja-Butkiewicz**  
Chair  
Enforcement & Intervention Committee  
California Board of Registered Nursing