

APPROVED

**VIRGINIA BOARD OF LONG-TERM CARE ADMINISTRATORS
SPECIAL CONFERENCE COMMITTEE
MINUTES**

Monday, June 13, 2011

**Department of Health Professions
Perimeter Center
9960 Mayland Drive, Suite #300**

Henrico, Virginia

- CALL TO ORDER:** A Special Conference Committee of the Board was called to order at 1:10 p.m.
- MEMBERS PRESENT:** Tom Orsini, NHA Chair
Martha Hunt, ALFA
- DHP STAFF PRESENT:** Lynne Helmick, Deputy Executive Director
Kathy Truesdale, Discipline Operations Manager
David Kazzie, APD
- MATTER:** **Alice Hartless, ALFA**
License No.: 1706-000554
Case No.: 131545
- DISCUSSION:** Ms. Hartless did not appear before the Committee in person in accordance with a Notice of the Board dated April 4, 2011. Said notice was signed for by Ms. Hartless on April 5, 2011. Ms. Hartless was not represented by counsel.
- The Committee reviewed the allegations in the Notice.
- CLOSED SESSION:** Upon a motion by Ms. Hunt, and duly seconded by Mr. Orsini, the Committee voted to convene a closed meeting pursuant to §2.2-3711.A(27) of the Code of Virginia, for the purpose of deliberation to reach a decision in the matter of Alice Hartless, ALFA. Additionally, he moved that Ms. Helmick, Ms. Truesdale and Mr. Kazzie attend the closed meeting because their presence in the closed meeting was deemed necessary and would aid the Committee in its discussions. The Committee entered into closed session at 1:13 p.m.
- RECONVENE:** Having certified that the matters discussed in the preceding closed session met the requirements of §2.2-3712 of the Code, the Committee re-convened in open session at 1:31 p.m.
- DECISION:** Upon a motion by Ms. Hunt, and duly seconded by Mr. Orsini, the Committee made certain Findings of Fact and voted to, upon renewal of said license, impose two years of probation,

and eight hours of continuing education in medication administration in an assisted living facility.

VOTE: The vote was unanimous.

ADJOURNMENT: The Committee adjourned at 1:35 p.m.

Tom Orsini, NHA, Chair

Lisa R. Hahn, Executive Director

Date

Date

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CALL TO ORDER: A Special Conference Committee of the Board was called to order at 2:03 p.m.

MEMBERS PRESENT: Tom Orsini, NHA Chair
Martha Hunt, ALFA

DHP STAFF PRESENT: Lynne Helmick, Deputy Executive Director
Kathy Truesdale, Discipline Operations Manager
David Kazzie, APD

OTHERS PRESENT: Jannie Griffen

MATTER: Eugene Richardson, ALFA
License No.: 1706-000482
Case No.: 133848

DISCUSSION: Mr. Richardson appeared before the Committee in person in accordance with a Notice of the Board dated May 11, 2011. Mr. Richardson was not represented by counsel.

The Committee fully discussed the allegations in the Notice with Mr. Richardson.

CLOSED SESSION: Upon a motion by Ms. Hunt, and duly seconded by Mr. Orsini, the Committee voted to convene a closed meeting pursuant to §2.2-3711.A(27) of the Code of Virginia, for the purpose of deliberation to reach a decision in the matter of Eugene Richardson, ALFA. Additionally, he moved that Ms. Helmick, Ms. Truesdale and Mr. Kazzie attend the closed meeting because their presence in the closed meeting was deemed

necessary and would aid the Committee in its discussions. The Committee entered into closed session at 2:47 p.m.

RECONVENE:

Having certified that the matters discussed in the preceding closed session met the requirements of §2.2-3712 of the Code, the Committee re-convened in open session at 3:50 p.m.

DECISION:

Upon a motion by Ms. Hunt, and duly seconded by Mr. Orsini, the Committee made certain Findings of Fact and voted to, impose indefinite probation for no less than two years, a two hundred and fifty dollar monetary penalty due within sixty days of entry of the Order and other terms and conditions.

VOTE:

The vote was unanimous.

ADJOURNMENT:

The Committee adjourned at 3:56 p.m.

Tom Orsini, NHA, Chair

Lisa R. Hahn, Executive Director

Date

Date