

**VIRGINIA BOARD OF LONG-TERM CARE ADMINISTRATORS  
SPECIAL SESSION - MINUTES**

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**January 12, 2023**

**Department of Health Professions  
Perimeter Center  
9960 Mayland Drive  
Henrico, Virginia 23233**

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**CALL TO ORDER:**

The Board of Long-Term Care Administrators convened by telephone conference call on January 12, 2023 at 11:03 a.m. to consider whether a practitioner's ability to practice as an Assisted Living Facility Administrator constituted a substantial danger to the public health and safety pursuant to Va. Code §54.1-2408.1. With seven (7) members of the Board present, a quorum was established, with Ms. Lisa Kirby, Vice-Chair, presiding.

**MEMBERS PRESENT:**

Lisa Kirby, N.H.A.  
Martha H. Hunt, A.L.F.A.  
Ali Faruk, MPA, Citizen Member  
Kimberly Brathwaite, A.L.F.A.  
Pamela Dukes, M.B.A., Citizen Member  
Ashley Jackson, MBA, N.H.A.  
Mitchell P. Davis, N.H.A.

**MEMBERS ABSENT:**

Jenny Inker, PhD, MBA, A.L.F.A.  
Ann L. Williams, Ed. D., Citizen Member

**DHP STAFF PRESENT:**

Corie Tillman Wolf, Executive Director  
Kelley Palmatier, Deputy Executive Director

**PARTIES ON BEHALF OF  
THE COMMONWEALTH:**

Sean J. Murphy, Assistant Attorney General  
Christine Corey, Adjudication Specialist

**BOARD COUNSEL:**

M. Brent Saunders, Senior Assistant Attorney General

**MATTER:**

**Brenda Seal, A.L.F.A.  
License #1706-000698  
Case Number 221758**

**DISCUSSION:**

The Board received information from Assistant Attorney General Sean Murphy in order to determine whether

Brenda Seal's ability to practice as an Assisted Living Facility Administrator constituted a substantial danger to public health and safety. Sean Murphy provided details of the case to the Board for its consideration.

**CLOSED SESSION:**

Upon a motion by Martha Hunt, and duly seconded by Mitchell Davis, 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 Brenda Seal, A.L.F.A. Additionally, she moved that Mr. Brent Saunders, Ms. Corie Tillman Wolf and Ms. Kelley Palmatier attend the closed meeting because their presence in the closed meeting was deemed necessary and would aid the Committee in its discussions.

**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.

**DECISION:**


Upon a motion by Lisa Kirby and duly seconded by Martha Hunt, the Board determined that the continued practice of Brenda Seal constitutes a substantial danger to the public health and safety. The board voted to summarily suspend her license to practice as an assisted living facility administrator, simultaneous with the offering of a consent order for revocation and the institution of proceedings for a formal administrative hearing pursuant to §54.1-2408.1 of the Code of Virginia.

**VOTE:**

The vote was 6 "aye" with one abstention.

**ADJOURNMENT:**

The Board adjourned at 11:34 a.m.

  
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Corie Tillman Wolf, JD, Executive Director

March 8, 2023  
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Date

