

APPROVED
VIRGINIA BOARD OF LONG-TERM CARE ADMINISTRATORS
SPECIAL CONFERENCE COMMITTEE

The Special Conference Committee of the Virginia Board of Long-Term Care Administrators convened on March 8, 2010 at the Department of Health Professions, 9960 Mayland Drive, 2nd Floor, Suite 201, Conference Room #4, Henrico, Virginia.

MEMBERS PRESENT: Randy Scott, NHA, ALFA, Chair
Martha Hunt, ALFA, Board Member

STAFF PRESENT: Lisa R. Hahn, Executive Director
Anne G. Joseph, Administrative Proceedings Division
Rashaun K. Minor, Discipline Operations Manager
Kathy Truesdale, Compliance Case Manager

PUBLIC PRESENT: David Kazzie, Administrative Proceedings Division

CONFERENCE SCHEDULED: **Michelle Simmons, ALFA Applicant**
Case Number:129927

CALL TO ORDER: Mr. Scott called the conference to order at 1:45 p.m.

DISCUSSION: Ms. Simmons appeared before the Committee in person in accordance with the notice of the Board dated February 2, 2010. Ms. Simmons was not represented by counsel.

The Committee reviewed the allegations with Ms. Simmons as stated in the notice of informal, that Ms. Simmons may have violated the laws and/or regulations governing the practice of long-term care administration.

CLOSED SESSION: Ms. Hunt moved that the Special Conference Committee of the Board of Long-Term Care Administrators convene a closed meeting pursuant to Section §2.2-3711(A)(28) of the *Code of Virginia* for the purpose of deliberation to reach a decision in the matter of Michelle Simmons. Additionally, Ms. Hunt moved that Board staff, Ms. Hahn, Ms. Minor, Ms. Truesdale, and Ms. Joseph attend the closed meeting because their presence in the closed meeting is deemed necessary, and will aid the Board in its consideration in its deliberations. The motion was seconded and carried unanimously.

The Committee convened in closed session at 2:05 p.m.

OPEN SESSION: The Committee reconvened in open session at 2:33 p.m.

Ms. Hunt moved that the Special Conference Committee of the Board of Long-Term Care Administrators certify that it heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened. The motion was seconded and carried unanimously.

ACTION:

Mr. Scott moved to have Ms. Joseph read the Findings of Fact and Conclusions of Law and the decision adopted by the Committee. The motion was seconded and carried unanimously.

The Committee DENIED Ms. Simmons' application for licensure as an Assisted Living Facility Administrator because she was found in violation of 18 VAC 95-30-210 of the Regulations Governing the Practice of Assisted Living Facility Administrators.

The Order is without prejudice to Ms. Simmons' right to apply for licensure in the future.

ADJOURNMENT:

The Committee adjourned this case at 2:34 p.m.

Randy Scott, NHA, ALFA Chair

Lisa R. Hahn, Executive Director

Date

Date