

**UNAPPROVED - DRAFT**

**BOARD OF LONG-TERM CARE ADMINISTRATORS**

**MINUTES**

**SPECIAL CONFERENCE COMMITTEE "B" MEETING**

- TIME AND PLACE:** A Special Conference Committee of the Virginia Board of Long-Term Care Administrators convened on October 31, 2006 at 2:00 p.m. at the Department of Health Professions, Richmond, Virginia.
- PRESIDING:** Mary Blunt, NHA, Chair
- MEMBER PRESENT:** Charlotte V. McNulty, P.C.
- MEMBER ABSENT:** Kathleen R. Fletcher, MSN, APRN-BC, FAAN
- STAFF PRESENT:** Sandra K. Reen, Executive Director  
Lisa R. Hahn, Executive Director  
Catherine H. Chappell, Administrative Staff Assistant  
Charles Calton, Adjudication Specialist
- QUORUM:** With two members present, a quorum was established.
- APPROVAL OF MINUTES:** On a properly seconded motion by Ms. McNulty, the minutes of the April 20, 2005 meeting were approved.
- CHERYL L. MARTIN, NHA  
Case #102246** Cheryl L. Martin, NHA, appeared with counsel and discussed allegations that she may have violated portions of the laws and regulations governing the practice of nursing home administration in the Commonwealth of Virginia because of deficiencies cited during compliance surveys conducted by the Virginia Department of Health on November 29 through December 1, 2004 and January 19 through January 21, 2005.
- Closed Meeting:** On a properly seconded motion by Ms. McNulty, the Committee voted 2-0 in favor of the motion, to enter into a closed meeting pursuant to § 2.2-3711(A)(28) of the Code of Virginia to deliberate in reaching a decision in the matter of Cheryl L. Martin, NHA.
- Reconvened:** On a properly seconded motion by Ms. McNulty, the Committee voted 2-0 in favor of the motion, that only public

business matters lawfully exempted from open meeting requirements under Virginia law were discussed in the closed meeting and only public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Committee.

The Committee reconvened in open session pursuant to §2.2-3712(D) of the Code.

**Decision:**

Mr. Calton reviewed the Findings of Facts and Conclusions of Law indicating that the Committee dismissed allegations a. through j. and adopted allegations k. through n. as stated in the Notice of Informal Conference.

On a properly seconded motion by Ms. McNulty, the Committee voted 2-0 in favor of adopting the Findings of Fact and Conclusions of Law, as amended, and issuing an Order imposing the following sanctions:

1. Ms. Miller's license is placed on probation for a period no longer than two years. The probation period will be ended upon receipt of verification of substantial compliance with the next survey of her facility.
2. Ms. Miller receives a monetary penalty of \$1000 which is stayed pending compliance with the term of her probation. If the term of her probation is not met, the stay is automatically lifted and the fine becomes due.

***As provided by law, this decision shall become a Final Order thirty days after service of such order on Ms. Miller unless a written request to the Board for a formal hearing on the allegations made against her is received from Ms. Miller within such time. If service of the order is made by mail, three additional days shall be added to that period. Upon such timely request for a formal hearing, the decision of this conference committee shall be vacated.***

**Gregory Lee Ashley, NHA  
Case #97566**

Gregory Lee Ashley, NHA, appeared with counsel and discussed allegations that he may have violated portions of the laws and regulations governing the practice of nursing home administration in the Commonwealth of Virginia because of deficiencies cited during a compliance survey

conducted by the Virginia Department of Health from May 11 through May 14, 2004.

**Closed Meeting:**

On a properly seconded motion by Ms. McNulty, the Committee voted 2-0 in favor of the motion, to enter into a closed meeting pursuant to § 2.2-3711(A)(28) of the Code of Virginia to deliberate in reaching a decision in the matter of Gregory Lee Ashley, NHA.

**Reconvened:**

On a properly seconded motion by Ms. McNulty, the Committee voted 2-0 in favor of the motion, that only public business matters lawfully exempted from open meeting requirements under Virginia law were discussed in the closed meeting and only public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Committee.

The Committee reconvened in open session pursuant to § 2.2-3712(D) of the Code.

**Decision:**

Mr. Calton reported that the Committee decided to dismiss the case, finding that no violation occurred.  
On a properly seconded motion by Ms. McNulty, the Committee voted 2-0 in favor of closing the case with no violation.

**ADJOURNMENT**

With all business concluded, the Committee adjourned at 5:30 p.m.

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Mary Blunt, NHA, Chair

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Lisa R. Hahn, Executive Director

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Date

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Date