

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

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**October 30, 2019**

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

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**CALL TO ORDER:**

A Special Conference Committee of the Board was called to order at 10:14 a.m.

**MEMBERS PRESENT:**

Derrick Kendall, NHA Chair  
Marj Pantone, ALFA

**DHP STAFF PRESENT:**

Kelley Palmatier, Deputy Executive Director  
Angela Pearson, Discipline Manager  
David Kazzie, Adjudication Specialist

**MATTER:**

**Scott S. Miller, ALFA  
License Number: 1706001024  
Case Number: 187450**

**DISCUSSION:**

Mr. Miller did not appear before the Committee in accordance with the Board's Notice of Informal Conference, dated June 11, 2019 and he was not represented by counsel.

The Board issued an Amended Notice of Informal Conference on June 11, 2019, to notify Mr. Miller that an Informal Conference would be held on July 31, 2019. A request to continue was approved and a letter dated September 11, 2019 was sent to notify Mr. Miller that the Informal Conference was rescheduled and would be held on October 30, 2019. Both Notices were sent by certified and first class mail. The certified mail was returned unclaimed on October 3, 2019.

The Committee fully discussed the allegations as referenced in the June 11, 2019, Notice of Informal Conference.

**CLOSED SESSION:**

Upon a motion by Marj Pantone, and duly seconded by Derrick Kendall, 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 Scott Miller, ALFA. Additionally, she moved that Ms. Palmatier and Ms. Pearson 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 Marj Pantone and duly seconded by Derrick Kendall, the Committee voted to refer this matter to a Formal Administrative Hearing. The motion carried.

**ADJOURNMENT:**

The Committee adjourned at 10:26 a.m.



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Derrick Kendall, NHA Chair



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Corie Tillman Wolf, JD, Executive Director

12/17/19

Date

12/18/19

Date

