

APPROVED

**VIRGINIA BOARD OF LONG-TERM CARE ADMINISTRATORS
SPECIAL CONFERENCE COMMITTEE
December 10, 2013 - 2:00 PM**

**Department of Health Professions
9960 Mayland Drive, Suite #300
Henrico, Virginia 23233**

- TIME AND PLACE:** The informal conferences held before a Special Conference Committee of the Board of Long-Term Care Administrators were convened at 2:45 p.m. on Tuesday, December 10, 2013, in Hearing Room 1, Department of Health Professions, 9960 Mayland Drive, Suite 201, Henrico, Virginia.
- MEMBERS PRESENT:** Randy Scott, NHA, ALFA, Chair
Martha Hunt, ALFA
- DHP STAFF PRESENT:** Lynne Helmick, Deputy Executive Director
Kathy Petersen, Discipline Operations Manager
David Kazzie, Adjudication Specialist
- CONFERENCES SCHEDULED:** Barry Salewsky, ALFA
License No.: 1706-000483
Case No.: 146470
- DISCUSSION:** Mr. Salewsky did not appear before the Committee in person in accordance with the Notice of the Board dated November 12, 2013. Mr. Salewsky was not present and was not represented by counsel. Board staff did receive a telephone call and fax from the Respondent stating he would not appear and wished to voluntarily surrender his license.
- CLOSED SESSION:** Upon a motion by Ms. Hunt , and duly seconded by Mr. Scott, 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 Barry Salewsky, ALFA. Additionally, he moved that Ms. Helmick, Ms.

Petersen 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 2:58 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 3:05 p.m.

DECISION:

Upon a motion by Ms. Hunt, and duly seconded by Mr. Scott, the Committee moved to issue a Consent Order for Voluntary Surrender of Mr. Salewsky's license. The motion carried.

**CONFERENCES
SCHEDULED:**

Catherine Sutphin, ALFA
License No.: 1706-000024
Case No.: 148128

DISCUSSION:

Ms. Sutphin did not appear before the Committee in person in accordance with the Notice of the Board dated November 12, 2013. Ms. Sutphin was not present and was not represented by counsel. Board staff received a telephone call and fax from the Respondent stating she would not appear and wished to voluntarily surrender her license due to a disability hindering her from practicing.

CLOSED SESSION:

Upon a motion by Ms. Hunt, and duly seconded by Mr. Scott, 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 Catherine Sutphin, ALFA. Additionally, he moved that Ms. Helmick, Ms. Petersen 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 3:17 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 3:25 p.m.

DECISION:

Upon a motion by Ms. Hunt, and duly seconded by Mr. Scott, the Committee moved to issue a Consent Order for Voluntary Surrender of Ms. Sutphin's license. The motion carried.

**CONFERENCES
SCHEDULED:**

Sarah Saunders, ALFA
License No.: 1706-000542
Case No.: 150587

DISCUSSION:

Ms. Saunders did not appear before the Committee in person in accordance with the Notice of the Board dated November 12, 2013. Ms. Saunders was not present and was not represented by counsel. Board staff received a telephone call from the Respondent stating she would not appear and wished to enter into the Health Practitioner's Monitoring Program.

CLOSED SESSION:

Upon a motion by Ms. Hunt, and duly seconded by Mr. Scott, 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 Sarah Saunders, ALFA. Additionally, he moved that Ms. Helmick, Ms. Petersen 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 3:33 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 3:40 p.m.

DECISION:

Upon a motion by Ms. Hunt, and duly seconded by Mr. Scott, the Committee moved to issue a Consent Order for Indefinite Suspension of Ms. Saunders license. Said suspension shall be stayed upon entering into a monitoring contract with the Virginia

Health Practitioner's Monitoring Program. The motion carried.

ADJOURNMENT:

The Committee adjourned at 3:42 p.m.

Randy Scott, NHA, ALFA, Chair

Lisa R. Hahn, Executive Director

Date

Date

