

**APPROVED**

**BOARD OF NURSING HOME ADMINISTRATORS  
MINUTES OF GENERAL BOARD MEETING**

**Wednesday, October 30, 2002**  
**6606 West Broad Street**  
**Richmond, Virginia 23230-1717**  
**Conference Room 3**

**Department of Health Professions**

- CALL TO ORDER:** A meeting of the Virginia Board of Nursing Home Administrators was called to order at 4:00 p.m.
- PRESIDING:** Robert Rector, NHA, Vice-Chair
- MEMBERS PRESENT:** Mary L. Blunt, NHA  
Ted A. LeNeave, NHA  
Billie Joyce Owens  
Mary M. Smith, NHA
- MEMBERS ABESENT:** Joseph Almond, NHA  
Monty Plymale
- STAFF PRESENT:** Sandra K. Reen, Executive Director  
Cheri Emma-Leigh, Office Manager  
Elaine Yeatts, Senior Policy Analyst
- QUORUM:** With five members of the Board present, a quorum was established.
- PUBLIC COMMENTS:** None.
- APPROVAL OF MINUTES:** On a properly seconded motion by Ms. Blunt, the Board approved the Minutes of the Board Meeting on October 9, 2002.
- BOARD DISCUSSION:** **Proposed Fee Increases:** Elaine Yeatts stated that the Board had received only one comment from the public objecting to raising the fee. Ms. Blunt requested that the Board review continuing education requirements and implementation of an inactive status for licensees prior to any future fee increases. On a properly seconded motion by Ms. Blunt, the Board adopted the fee increases as proposed.
- ADJOURNMENT** With all business concluded, the Board adjourned at 4:10 p.m.

**Virginia Board of Nursing Home Administrators  
General Board Meeting  
October 30, 2002**

---

Robert Rector, NHA, Vice-Chair

---

Sandra K. Reen, Executive Director

---

Date

---

Date