

**VIRGINIA BOARD OF LONG TERM CARE ADMINISTRATORS  
FORMAL ADMINISTRATIVE HEARING  
MINUTES**

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March 12, 2019

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

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**CALL TO ORDER:** The formal hearing of the Board was called to order at 8:46 a.m.

**MEMBERS PRESENT:** Mitchell Davis, NHA, Board Chair  
Karen Hopkins Stanfield, NHA  
Derrick Kendall, NHA  
Martha Hunt, ALFA  
Basil Acey, Citizen Member  
Mary Brydon, Citizen Member

**BOARD COUNSEL:** Erin L. Barrett, Assistant Attorney General

**DHP STAFF PRESENT:** Corie Tillman Wolf, Executive Director  
Angela Pearson, Senior Discipline Manager

**COURT REPORTER:** Farnsworth and Taylor Court Reporting

**PARTIES ON BEHALF OF COMMONWEALTH:** Jess Kelley, Adjudication Specialist

**COMMONWEALTH WITNESS:** Joyce S. Johnson, Senior Investigator, DHP

**OTHERS PRESENT:** Jennifer Pryor  
Judy Hackler  
Katie Jones  
Hannah Morier  
Hailey Wilson

**MATTER:** **Kim Brandveen, AFLF-AIT Applicant**  
Applicant #1157622  
Case #188146

**ESTABLISHMENT OF A QUOROM:**

With six (6) members present, a quorum was established.

**DISCUSSION:**

The Board received evidence and sworn testimony from the witness called by the Commonwealth.

**CLOSED SESSION:**

Upon a motion by Derrick Kendall, and duly seconded by Mitchell Davis, the Board 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 Kim Brandveen, ALF Administrator-In-Training Applicant. Additionally, he moved that Ms. Tillman Wolf, Ms. Barrett and Ms. Pearson attend the closed meeting because their presence in the closed meeting was deemed necessary and would aid the Board in its deliberations.

**RECONVENE:**

Mr. Kendall certified that the matters discussed in the preceding closed session met the requirements of §2.2-3712 of the Code, the Board reconvened in open session.

**DECISION:**

Upon a motion by Mitchell Davis and duly seconded by Derrick Kendall, the Board moved to deny Ms. Brandveen's ALF Administrator-In-Training Application. The motion carried.

**VOTE:**

The vote was unanimous.

**ADJOURNMENT:**

The Board adjourned at 10:30 a.m.

  
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Mitchell P. Davis, NHA, Chair

  
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Corie Tillman Wolf, JD, Executive Director

9/27/19  
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Date

9/30/19  
\_\_\_\_\_  
Date

