

APPROVED
VIRGINIA BOARD OF LONG-TERM CARE ADMINISTRATORS
TELEPHONIC CONFERENCE
MEETING MINUTES

The Virginia Board of Long-Term Care Administrators convened a telephone conference for consideration of a Consent Order on Monday, July 19, 2010 at 10:00 a.m.

MEMBERS PRESENT VIA TELEPHONE:

Mary Smith, NHA, Chair
Kathy Fletcher, MSN
Tom Orsini, NHA

Bertha Simmons, NHA, ALFA
Gracie Bowers

MEMBERS ABSENT:

Ted LaNeave, NHA

DHP STAFF PRESENT:

Lisa R. Hahn, Executive Director
Kathy Truesdale, Discipline Operations Manager
Missy Currier, Administrative Assistant

MEMBERS FROM THE ATTORNEY GENERAL'S OFFICE PRESENT:

Wayne Halbleib, Senior Assistant Attorney General, OAG
Amy Marschean, Senior Assistant Attorney General, Board Counsel

MATTER SCHEDULED

Respondent: Charlotte M. Wilson
License No: 1701-001367
Case Number: 125932

INTRODUCTION

Ms. Hahn opened the meeting by thanking everyone for their time and summarized the topic for consideration in today's telephone conference.

CALLED TO ORDER

Ms. Smith called the meeting to order at 10:17 a.m.

ROLL CALL

A roll call was taken with five (5) members of the Board participating, a quorum was established. Ms. Smith noted that due to the urgency of this matter and the inability for all Board members to assemble in person, we must hold this conference telephonically pursuant to 54.1-2400(13) of the Code of Virginia.

Charlotte Wilson, NHA, was represented on the telephone conference by Michael Goodman, Co-Counsel for the Respondent.

MEETING

Mr. Halbleib explained what had been negotiated for this Consent Order, adding that Ms. Wilson also holds a Preceptors registration that should be included in the Order. He asked for the Board to accept the Consent Order as amended, deeming it a fair and equitable way to resolve this matter.

Mr. Goodman stated he was in agreement with Mr. Halbleib and thanked the Board for allowing him to participate in today's telephone conference.

CLOSED MEETING

Mr. Orsini moved that the Board of Long-Term Care Administrators convene a closed meeting pursuant to Section 2.2-3711(A)(27) of the Code of Virginia, for the purpose of deliberation to reach a decision regarding the consideration of a consent order. Mr. Orsini moved that Ms. Marschean and Ms. Currier attend the closed meeting because their presence in the closed meeting is deemed necessary and will aid the Board in its deliberations.

The motion was seconded and carried unanimously.

OPEN SESSION

Mr. Orsini moved that the Board of Long-Term Care Administrators heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

The motion was seconded and carried unanimously.

ACTION

Ms. Fletcher moved that the Consent Order offered by the Commonwealth and Charlotte Wilson be accepted as amended.

The motion was seconded and carried unanimously.

This decision shall be effective upon the entry by the Board of a written Order stating the findings, conclusions, and decision of this full board conference call.

ADJOURNMENT

With no further business the meeting adjourned at 10:46 a.m.

Mary Smith, NHA, Chair

Lisa R. Hahn, Executive Director

Date

Date