UNAPPROVED

VIRGINIA BOARD OF LONG-TERM CARE ADMINISTRATORS
INFORMAL CONFERENCE COMMITTEE
December 16, 2014 – 1:00 p.m.

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

CALL TO ORDER: An Informal Conference Committee of the Board of Long-Term Care Administrators was called to order at 1:10 p.m.

MEMBERS PRESENT: Karen Stanfield, ALFA, Chair
Randy Scott, NHA, ALFA

DHP STAFF PRESENT: Lynne Helmick, Deputy Executive Director
Kathy Petersen, Discipline Operations Manager
David Kazzie, Adjudication Specialist

MATTER: **Shri Gandhi, ALFA**
License No.: 1706-000376
Case No.: 155396

DISCUSSION: Mr. Gandhi appeared before the Committee in person in accordance with the Notice of the Board dated November 18, 2014. Mr. Gandhi was present and was not represented by counsel.

The Committee fully discussed the allegations as outlined in the Notice of Informal Conference with Mr. Gandhi.

CLOSED SESSION: Upon a motion by Mr. Scott, and duly seconded by Ms. Stanfield, 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 Shri Gandhi, 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 1:56 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 2:24 p.m.

DECISION: Upon a motion by Mr. Scott, and duly seconded by Ms. Stanfield, the Committee moved to refer this hearing to a Formal Administrative Hearing. Motion carried.

ADJOURNMENT: The Committee adjourned at 2:26 p.m.

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Karen Stanfield, ALFA, Chair

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Lisa R. Hahn, Executive Director

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Date

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Date