

**VIRGINIA BOARD OF LONG-TERM CARE ADMINISTRATORS
INFORMAL CONFERENCE COMMITTEE
May 31, 2017 - 9:30 a.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 9:33 a.m.
- MEMBERS PRESENT:** Karen Stanfield, NHA, Chair
Marj Pantone, ALFA
- DHP STAFF PRESENT:** Kathy Petersen, Discipline Operations Manager
David Kazzie, Adjudication Specialist
- MATTER:** Garretha L. Atkinson, ALFA Applicant
Case No.: 178392
- DISCUSSION:** Ms. Atkinson appeared in person before the Committee in accordance with the Notice of the Board dated May 4, 2017. Ms. Atkinson was present and was not represented by counsel.
- The Committee fully discussed the allegations as outlined in the Notice of Informal Conference with Ms. Atkinson.
- CLOSED SESSION:** Upon a motion by Ms. Pantone, 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 Garretha L. Atkinson, ALFA Applicant. Additionally, she moved that 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 10:03 a.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 10:25 a.m.

DECISION:

Upon a motion by Ms. Pantone, and duly seconded by Ms. Stanfield, the Committee denied Ms. Atkinson's application to practice as an Assisted Living Facility Administrator in the Commonwealth of Virginia. Motion carried.

ADJOURNMENT:

The Committee adjourned at 10:28 a.m.

K. Stanfield
Karen Stanfield, NHA, Chair

10/5/17
Date

Corie E. Tillman Wolf
Corie E. Tillman Wolf, Executive Director

10/5/17
Date

