

APPROVED

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

**Wednesday, October 31, 2012 Department of Health Professions Henrico, Virginia
9960 Mayland Drive, Suite #300**

CALL TO ORDER: A panel of the Board was called to order at 1:10 p.m.

MEMBERS PRESENT: Tom Orsini, NHA, Chair
Martha Hunt, ALFA
Randy Scott, NHA, ALFA
Doug Nevitt, ALFA
Karen Hopkins Stanfield, Citizen Member

MEMBERS ABSENT: Ted LeNeave, NHA
Kathleen Fletcher, Citizen Member
Amanda Gannon, NHA
Gracie Bowers, Citizen Member

BOARD COUNSEL: Erin Barrett, Assistant Attorney General

STAFF PRESENT: Lisa R. Hahn, Executive Director
Lynne Helmick, Deputy Executive Director
Kathy Petersen, Discipline Operations Manager
Missy Currier, Board Operations Manager

COURT REPORTER: Andrea Pegram, Court Reporting Services, LLC

OTHERS PRESENT: Christopher Reho, Certified Court Reporter
John W. Bane, Esq.
Mark Norvell
Theresa Donaldson

**PARTIES ON BEHALF OF
COMMONWEALTH:** David Kazzie, Adjudication Specialist

**COMMONWEALTH
WITNESS:** Kelly Ashley, DHP Senior Investigator
Virginia Goodell, Licensing Inspector, VA Dept. DSS
Patricia Meyer, Licensing Inspector, VA Dept. DSS

MATTER SCHEDULED:

Donna Norvell, ALFA
License No.: 1706-000593
Registration No.: 1707-000189
Case No.: 145349

ESTABLISHMENT OF A QUORUM:

With five (5) members of the Board present, a quorum was established.

DISCUSSION:

Ms. Norvell appeared before the Board in person in accordance with the Board's Amended Notice of Formal Hearing dated October 24, 2012. Ms. Norvell was not represented by counsel.

The Board received evidence and sworn testimony from the parties called by the Commonwealth regarding the matters as set forth in the Statement of Particulars.

CLOSED SESSION:

Upon a motion by Martha Hunt, and duly seconded by Randy Scott, the Board voted to convene a closed meeting at 3:19 p.m., 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 Donna Norvell, ALFA. Additionally, she moved that Ms. Hahn, Ms. Barrett, Ms. Helmick, Ms. Petersen and Ms. Currier attend the closed meeting because their presence in the closed meeting was deemed necessary and would aid the Board in its deliberations.

RECONVENE:

Upon a motion by Doug Nevitt, and duly seconded by Ms. Hunt, the Board voted to re-convene at 3:47 p.m. and announced its decision.

CERTIFICATION:

Ms. Hunt certified that the matters discussed in the preceding closed session met the requirements of §2.2-3712 of the Code, with the Board certifying unanimously.

DECISION:

Upon a motion by Ms. Hunt, and duly seconded by Ms. Stanfield, the Board made certain Findings of Fact and Conclusions of Law and voted to **REVOKE** the license Ms. Norvell.

VOTE:

The vote was unanimous.

ADJOURNMENT:

The Board adjourned at 3:51 p.m.

The decision shall be effective upon the entry by the Board of a written Order stating the findings, conclusions, and decisions of this formal hearing panel.

Thomas Orsini
Thomas Orsini, NHA, Chair

12/11/12
Date

Lisa R. Hahn
Lisa R. Hahn, Executive Director

12/11/12
Date