

DRAFT UNAPPROVED

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

Tuesday, June 24, 2014 **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
Karen Stanfield, Citizen Member
Derrick Kendall, NHA
Marj Pantone, ALFA
Doug Nevitt, ALFA
Dr. Warren Koontz, Citizen Member
Shervonne Banks, Citizen Member

MEMBERS ABSENT: Amanda Gannon, NHA

BOARD COUNSEL: Jim Rutkowski, Assistant Attorney General

STAFF PRESENT: Lisa R. Hahn, Executive Director
Missy Currier, Board Operations Manager

COURT REPORTER: Andrea Pegram, Certified Court Reporter

OTHERS PRESENT: Marian R McLean, DHP Investigator

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

**COMMONWEALTH
WITNESS:** Jennifer Baker, DHP Senior Investigator

MATTER SCHEDULED: **Sarah Saunders, ALFA**
License No.: 1706-000542
Case No.: 150587

**ESTABLISHMENT OF A
QUORUM:** With seven (7) members of the Board present, a quorum was established.

DISCUSSION:

Ms. Saunders did not appear before the Board in accordance with the Board's Amended Notice of Formal Hearing dated May 27, 2014, and was not represented by counsel. Mr. Orsini noted that proper and adequate notice was given. The Board proceeded with the hearing and 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 Karen Stanfield, and duly seconded by Dr. Warren Koontz, the Board voted to convene a closed meeting at 1:23 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 Sarah Saunders, ALFA. Additionally, she moved that Ms. Hahn, Mr. Rutkowski 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 Marj Pantone, and duly seconded by Doug Nevitt, the Board voted to re-convene at 1:36 p.m. and announced its decision.

CERTIFICATION:

Ms. Stanfield 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 Karen Stanfield, and duly seconded by Dr. Koontz, the Board made certain Findings of Fact and Conclusions of Law. The Board voted to **REVOKE THE RIGHT TO RENEW** the license Ms. Saunders.

VOTE:

The vote was unanimous.

ADJOURNMENT:

The Board adjourned at 1:40 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, NHA, Chair

Lisa R. Hahn, Executive Director

Date

Date