

APPROVED

**VIRGINIA BOARD OF LONG-TERM CARE ADMINISTRATORS
INFORMAL CONFERENCE COMMITTEE**

September 10, 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 1:05 p.m.

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

DHP STAFF PRESENT: Kathy Petersen, Discipline Operations Manager
David Kazzie, Adjudication Specialist

MATTER: **Sandra Lamb, ALFA**
License No.: 1706-000298
Case No.: 153959

DISCUSSION: Ms. Lamb appeared before the Committee in person in accordance with the Notice of the Board dated August 11, 2014. Ms. Lamb was present and was not represented by counsel.

The Committee fully discussed the allegations as outlined in the Notice of Informal Conference with Ms. Lamb.

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 Sandra Lamb, ALFA. Additionally, he 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 2:07 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 2:21 p.m.

DECISION:

Upon a motion by Mr. Scott, and duly seconded by Ms. Stanfield, the Committee moved to dismiss the case due to insufficient evidence to warrant disciplinary action. The motion carried.

ADJOURNMENT:

The Committee adjourned at 2:24 p.m.

Karen Stanfield, ALFA, Chair

Lisa R. Hahn, Executive Director

Date

Date

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