

**VIRGINIA BOARD OF LONG-TERM CARE ADMINISTRATORS
SPECIAL CONFERENCE COMMITTEE MINUTES**

May 20, 2025

*Department of Health Professions
Perimeter Center
9960 Mayland Drive, Suite 201*

CALL TO ORDER:	A Special Conference Committee of the Board was called to order at 10:03 a.m.
MEMBERS PRESENT:	Kimberly Brathwaite, ALFA Lynn Campbell, LPN
DHP STAFF PRESENT:	Annette Kelley, Deputy Executive Director Florence Venable, Discipline Operations Manager Piero Mannino, Adjudication Specialist Emily Tatum, Senior Adjudication Specialist
MATTER:	Ralph Edward Hoss, Jr., NH, AIT Case No.: 233594
DISCUSSION:	Mr. Hoss appeared before the Committee in person in accordance with a notice of the Board dated January 10, 2025, and a continuance letter dated February 13, 2025. Mr. Hoss was accompanied by his counsel. The Committee fully discussed the allegations in the Notice with Mr. Hoss.
CLOSED SESSION:	Upon a motion by Ms. Campbell and duly seconded by Ms. Brathwaite, 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 on the matter of Ralph Hoss, Jr., NH, AIT. Additionally, Ms. Campbell moved that Ms. Kelley attend the closed meeting because her presence in the closed meeting was deemed necessary and would aid the Committee in its discussions.
RECONVENE:	Having certified that the matters discussed in the preceding closed session met the requirements of §2.2-

3712 of the Code of Virginia, the Committee reconvened in open session and announced its decision.

DECISION:

Upon a motion by Ms. Campbell and duly seconded by Ms. Brathwaite, the Committee made certain findings of fact and conclusions of the law and voted to issue Mr. Hoss a **Reprimand** and a **Monetary Penalty**.

The vote was unanimous.

AJOURNMENT:

The Committee adjourned at 12:21 p.m.

MATTER:

Kimberley T. Gallaher, ALFA
Case No.: 217623, 237053, 238276

DISCUSSION:

Ms. Gallaher appeared before the Committee in person in accordance with a notice of the Board dated April 23, 2025. Ms. Gallaher was not represented by counsel.

The Committee fully discussed the allegations in the Notice with Ms. Gallaher.

CLOSED SESSION:

Upon a motion by Ms. Campbell and duly seconded by Ms. Brathwaite, 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 Kimberley Gallaher, ALFA. Additionally, Ms. Campbell moved that Ms. Kelley attend the closed meeting because her presence in the closed meeting was deemed necessary and would aid the Committee in its discussions.

RECONVENE:

Having certified that the matters discussed in the preceding closed session met the requirements of §2.2-3712 of the Code of Virginia, the Committee reconvened in open session and announced its decision.

DECISION:

Upon a motion by Ms. Campbell and duly seconded by Ms. Brathwaite, the Committee made certain

findings of fact and conclusions of the law and voted to offer Ms. Gallaher a **Consent Order** for the **Indefinite Suspension** of her license for not less than 1 year and issue an **Order** to require Ms. Gallaher to provide proof of completion of the following courses in subject areas of: **Drug Diversion – 5 hours, Resident Care – 2 hours, Policy and Procedures related to Administration of an Assisted Living Facility – 2 hours and Medication Administration Oversight – 5 hours.**

The vote was unanimous.

AJOURNMENT:

The Committee adjourned at 4:30 p.m.


Annette Kelley, Deputy Executive Director


Date