

**VIRGINIA BOARD OF LONG-TERM CARE ADMINISTRATORS  
INFORMAL CONFERENCE COMMITTEE  
September 20, 2016 – 1:30 p.m.**

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**Department of Health Professions  
9960 Mayland Drive, Suite #300  
Henrico, Virginia 23233**

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- CALL TO ORDER:** An Informal Conference Committee of the Board of Long-Term Care Administrators was called to order at 2:20 p.m.
- MEMBERS PRESENT:** Marj Pantone, ALFA, Chair  
Martha Hunt, ALFA
- DHP STAFF PRESENT:** Kathy Petersen, Discipline Operations Manager  
Amy Weiss, Adjudication Specialist
- MATTER:** **Gregory C. Cole, N.H.A.**  
**License No.: 1701-001430**  
**Case No.: 160542**
- DISCUSSION:** Mr. Cole appeared in person before the Committee in accordance with the Notice of the Board dated August 19, 2016. Mr. Cole was present and was represented by John Erbach and Howard Estes.
- The Committee fully discussed the allegations as outlined in the Notice of Informal Conference with Mr. Cole.
- CLOSED SESSION:** Upon a motion by Ms. Hunt, and duly seconded by Ms. Pantone, 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 Gregory Cole, NHA. Additionally, she moved that Ms. Petersen and Ms. Weiss 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 5:09 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 5:52 p.m.

**DECISION:** Upon a motion by Ms. Hunt, and duly seconded by Ms. Pantone, the Committee referred the matter to a formal administrative hearing. Motion carried.

**ADJOURNMENT:** The Committee adjourned at 5:55 p.m.

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Marj Pantone, ALFA, Chair

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Corie E. Tillman Wolf, Executive Director

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Date

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Date

