

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

**July 31, 2019**

**Department of Health Professions  
Perimeter Center  
9960 Mayland Drive  
Henrico, Virginia 23233**

**CALL TO ORDER:** A Special Conference Committee of the Board was called to order at 1:05 p.m.

**MEMBERS PRESENT:** Derrick Kendall, NHA Chair  
Marj Pantone, ALFA

**DHP STAFF PRESENT:** Kelley Palmatier, Deputy Executive Director  
Angela Pearson, Discipline Manager  
David Kazzie, Adjudication Specialist

**OTHERS PRESENT:** Nora Ciancio, Esq.  
Michael Goodman, Esq.  
Carole Schriefer, Esq.  
Sandra Cephas

**MATTER:** **John A. Byrd, Reinstatement Applicant**  
**NHA, NHA-Preceptor & ALFA, ALFA-Preceptor**  
**License Numbers: 1703001710, 1703001009,**  
**1706000030, & 1707000012**  
**Case Numbers: 190635 & 190636**

**DISCUSSION:** Mr. Byrd appeared in person before the Committee in accordance with the Board's Notice of Informal Conference, dated March 26, 2019. Mr. Byrd was present and represented by counsel, Michael Goodman, Esquire.

The Committee fully discussed the allegations as referenced in the March 26, 2019, Notice of Informal Conference, with Mr. Byrd.

**CLOSED SESSION:** Upon a motion by Marj Pantone, and duly seconded by Derrick Kendall, 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 John Byrd, NHA, NHA Preceptor & ALFA, ALFA-Preceptor. Additionally, she moved that Ms. Palmatier and Ms. Pearson attend the closed meeting because their presence in the closed meeting was deemed necessary and would aid the Committee in its discussions.

**RECONVENE:**

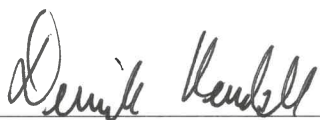
Having certified that the matters discussed in the preceding closed session met the requirements of §2.2-3712 of the Code, the Committee re-convened in open session.

**DECISION:**

Upon a motion by Marj Pantone and duly seconded by Derrick Kendall, the Committee voted and ordered that the NHA and ALFA Licenses be reinstated and the NHA-Preceptor and ALFA-Preceptor Licenses be reinstated contingent upon terms of the Board order. The motion carried.

**ADJOURNMENT:**

The Committee adjourned at 2:11 p.m.



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Derrick Kendall, NHA Chair



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Corie Tillman Wolf, JD, Executive Director

09/27/2019

Date

September 30, 2019

Date



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

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**July 31, 2019**

**Department of Health Professions  
Perimeter Center  
9960 Mayland Drive  
Henrico, Virginia 23233**

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**CALL TO ORDER:** A Special Conference Committee of the Board was called to order at 2:22 p.m.

**MEMBERS PRESENT:** Derrick Kendall, NHA Chair  
Marj Pantone, ALFA

**DHP STAFF PRESENT:** Kelley Palmatier, Deputy Executive Director  
Angela Pearson, Discipline Manager  
Jessica Kelley, Adjudication Specialist

**OTHERS PRESENT:** Carole Schriefer, Esq.

**MATTER:** Sandra V. Cephas, ALFA  
License Number: 1706000342  
Case Number: 182078

**DISCUSSION:** Ms. Cephas appeared in person before the Committee in accordance with the Board's Notice of Informal Conference, dated May 30, 2019. Ms. Cephas was present and was represented by counsel, Carole Schriefer, Esquire.

The Committee fully discussed the allegations as referenced in the May 30, 2019, Notice of Informal Conference, with Ms. Cephas.

**CLOSED SESSION:** Upon a motion by Marj Pantone, and duly seconded by Derrick Kendall, 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 Cephas, ALFA. Additionally, she moved that Ms. Palmatier and Ms. Pearson attend the closed meeting because

their 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, the Committee re-convened in open session.

**DECISION:**

Upon a motion by Marj Pantone and duly seconded by Derrick Kendall, the Committee voted and ordered completion of continuing education in Employment Documentation and Ethical Decision Making. The motion carried.

**ADJOURNMENT:**

The Committee adjourned at 3:50 p.m.



Derrick Kendall, NHA Chair



Corie Tillman Wolf, JD, Executive Director

09/27/2019  
Date

September 30, 2019  
Date

