

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

Tuesday, June 18, 2024

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

CALL TO ORDER:

The formal hearing of the Board was called to order at 3:29 p.m.

MEMBERS PRESENT:

Lisa Kirby, NHA, Vice Chair (Hearing Chair)
Pamela Dukes, MBA, Citizen Member
Ann Williams, Ed. D., Citizen Member
LaTonya Hughes, PhD, RN, NHA
Lynn Campbell, Citizen Member
Ashley Jackson, MBA, NHA
Kimberly Brathwaite, ALFA

BOARD COUNSEL:

M. Brent Saunders, Senior Assistant Attorney General

DHP STAFF PRESENT:

Corie Tillman Wolf, Executive Director
Melanie Pagano, Deputy Executive Director
Annette Kelley, Deputy Executive Director
Florence Venable, Discipline Operations Supervisor

COURT REPORTER:

Joshua Delauter, CTR, County Court Reporters

**PARTIES ON BEHALF OF
COMMONWEALTH:**

Emily Tatum, Adjudication Specialist, Administrative Proceedings Division

**COMMONWEALTH'S
WITNESS:**

Bill Gorwood, Senior Investigator, DHP

**RESPONDENT'S
WITNESS:**

Michael Burns

MATTER:

**Michael Anthony Burns, NHA Reinstatement Applicant
License #: 1701-002467
Case Number: 231674**

ESTABLISHMENT OF A

QUOROM:

With seven (7) members present, a quorum was established.

DISCUSSION:

Mr. Burns appeared before the Board in accordance with the Board's notice dated May 14, 2024, and was not represented by an attorney.

The Board received evidence and sworn testimony from witnesses called by the parties and Mr. Burns regarding the allegations in the Notice.

The Board heard arguments on behalf of the parties.

CLOSED SESSION:

Upon a motion by Kimberly Brathwaite, ALFA, and duly seconded by Ann Williams, Citizen Member, the Board 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 Michael Burns, NHA Reinstatement Applicant.

Additionally, Ms. Brathwaite moved that Mr. Saunders, Ms. Tillman Wolf, Ms. Pagano, Ms. Kelley and Ms. Venable attend the closed meeting because their presence in the closed meeting was deemed necessary and would aid the Board in its deliberations.

RECONVENE:

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

DECISION:

Upon a motion by Kimberly Brathwaite, ALFA, and duly seconded by Lynn Campbell, Citizen Member, the Board voted to deny Michael Burns' application for reinstatement as a Nursing Home Administrator.

VOTE:

The motion carried. The vote was unanimous (7-0).

ADJOURNMENT:

The Board adjourned at 5:04 p.m.

For the Board:

Corie Tillman Wolf, JD, Executive Director

Date

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

CALL TO ORDER:

The formal hearing of the Board was called to order at 1:06 p.m.

MEMBERS PRESENT:

Ashley Jackson, MBA, NHA (Chair)
Pamela Dukes, MBA, Citizen Member
Ann Williams, Ed. D., Citizen Member
LaTonya Hughes, PhD, RN, NHA
Lynn Campbell, Citizen Member

BOARD COUNSEL:

M. Brent Saunders, Senior Assistant Attorney General

DHP STAFF PRESENT:

Corie Tillman Wolf, Executive Director
Sarah Georgen, Licensing and Operations Manager
Annette Kelley, Deputy Executive Director

COURT REPORTER:

Joshua Delauter, CTR, County Court Reporters

**PARTIES ON BEHALF OF
COMMONWEALTH:**

Christine Corey, Adjudication Specialist, Administrative Proceedings Division

**COMMONWEALTH'S
WITNESS:**

Kimberly Hyler, Senior Investigator, DHP

**RESPONDENT'S
WITNESS:**

Anthony Burfoot

MATTER:

**Anthony Burfoot, ALF-AIT Applicant
Case Number: 224450**

**ESTABLISHMENT OF A
QUORUM:**

With five (5) members present, a quorum was established.

DISCUSSION:

Mr. Burfoot appeared before the Board in accordance with the Boards’s notice dated April 29, 2024, and was not represented by an attorney.

The Board received evidence and sworn testimony from witnesses called by the parties and Mr. Burfoot regarding the allegations in the Notice.

The Board heard arguments on behalf of the parties.

CLOSED SESSION:

Upon a motion by Pamela Dukes, duly seconded by Lynn Campbell, the Board 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 Anthony Burfoot.

Additionally, Ms. Dukes moved that Mr. Saunders, Ms. Tillman Wolf, Ms. Kelley and Ms. Georgen attend the closed meeting because their presence in the closed meeting was deemed necessary and would aid the Board in its deliberations.

RECONVENE:

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

DECISION:

Upon a motion by Pamela Dukes, duly seconded by Ann Williams, Ed.D., the Board voted to deny Mr. Burfoot’s application to practice as an Assisted Living Facility Administrator-in-Training.

VOTE:

The motion carried. The vote was unanimous (5-0).

ADJOURNMENT:

The Board adjourned at 3:17 p.m.

For the Board:

Corie Tillman Wolf, JD, Executive Director

Date