VIRGINIA BOARD OF LONG-TERM CARE ADMINISTRATORS
INFORMAL CONFERENCE COMMITTEE
Tuesday, March 14, 2017
2:00 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 3:40 p.m.

MEMBERS PRESENT: Martha Pantone, ALFA, Chair
Marj Pantone, ALFA

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

MATTER: **Robinette Todd, ALFA**
License No.: 1706-000450
Case No.: 171093

DISCUSSION: Ms. Todd did not appear in person before the Committee in accordance with the Amended Notice of the Board dated February 14, 2017. Ms. Golden was not present and was not represented by counsel.

The Committee fully discussed the allegations as outlined in the Amended Notice of Informal Conference.

CLOSED SESSION: Upon a motion by Ms. Pantone, and duly seconded by Ms. Hunt, 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 Robinette Todd, ALFA. Additionally, she 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 3:50 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 4:05 p.m.

DECISION: Upon a motion by Ms. Pantone, and duly seconded by Ms. Hunt, the Committee issued Ms. Todd Reprimand, placed Ms. Todd on probation for twelve months. Ms. Todd shall complete a board approved 320 hour AIT program within twelve months. Motion carried.

ADJOURNMENT: The Committee adjourned at 4:07 p.m.

Martha Hunt, ALFA, Chair

6/13/17

Date

Corie E. Tillman Wolf, Executive Director

6/15/17

Date