UNAPPROVED

VIRGINIA BOARD OF FUNERAL DIRECTORS & EMBALMERS
SPECIAL CONFERENCE COMMITTEE
MINUTES

November 19, 2014

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

CALL TO ORDER: A Special Conference Committee of the Board was called to order at 10:37 a.m.

MEMBERS PRESENT:
Bob Oman, FSL, Chair
Chris Vincent, FSL

DHP STAFF PRESENT:
Lynne Helmick, Deputy Executive Director
Kathy Petersen, Discipline Operations Manager
Amanda Blount, Adjudication Specialist, APD

OTHERS PRESENT: Jennifer Challis, Senior Investigator, DHP

MATTER:
Ford First Call Removal Service
License # 0509-000180
Case # 152831 & 156565

DISCUSSION: Mr. Ford appeared before the Committee in accordance with the Notice of the Board dated October 17, 2014. Mr. Ford was present and was not represented by counsel.

The Committee fully discussed the allegations as referenced in the October 17, 2014, Notice of Informal Conference.

CLOSED SESSION: Upon a motion by Mr. Vincent, and duly seconded by Mr. Oman, 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 George E. Penn, FSL. Additionally, he moved that Ms. Helmick, Ms. Petersen, and Ms. Blount 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 11:25 a.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 11:42 a.m.

DECISION: Upon a motion by Mr. Vincent and duly seconded by Mr. Oman, the Committee moved to refer this case to Formal Administrative hearing and to offer a Consent Order for Revocation of the Right to Renew. The motion carried.

ADJOURNMENT: The Committee adjourned at 11:46 a.m.

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Bob Oman, FSL, Chair	Lisa R. Hahn, Executive Director
_____	_____
Date	Date