

DRAFT UNAPPROVED

**VIRGINIA BOARD OF FUNERAL DIRECTORS & EMBALMERS
SPECIAL CONFERENCE COMMITTEE
MINUTES**

Wednesday, June 6, 2012

**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 12:03 p.m.
- MEMBERS PRESENT:** Mike Leonard, FSP, Chair
Bob Oman, FSP
- DHP STAFF PRESENT:** Lynne Helmick, Deputy Executive Director
Peter Opper, APD
- MATTER:** **Franklin-Hutcherson Funeral Home**
Francis Thornhill, Owner
License No.: 0501-000616
Case No.: 141740
- Loraine Franklin, FD**
License No.: 0503-000144
Case Nos.: 141741
- DISCUSSION:** Mr. Franklin and Ms. Thornhill appeared before the Committee in person in accordance with a Notice of the Board dated May 4, 2012. Mr. Franklin and Ms. Thornhill were represented by Joseph Sanzone, Esq.
- The Committee fully discussed the allegations in the Notice with Mr. Franklin and Ms. Thornhill.
- CLOSED SESSION:** Upon a motion by Mr. Oman, and duly seconded by Mr. Leonard, 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 Franklin-Hutcherson Funeral Home and Loraine Franklin, FD. Additionally, he moved that Ms. Helmick and Mr. Opper 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 1:00m 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 1:40 p.m.

DECISION:

Upon a motion by Mr. Oman, and duly seconded by Mr. Leonard, the Committee made certain Findings of Fact and voted to place Mr. Franklin on probation for no less than two years and may not serve as Manager of Record for any facility during his Probationary period.

Upon a motion by Mr. Oman, and duly seconded by Mr. Leonard, the Committee made certain Findings of Fact and voted to place Franklin-Hutcherson Funeral Home on probation for no less than two years, a \$1,000 monetary penalty, two unannounced inspection of Franklin-Hutcherson Funeral Home during the probationary period, and reimburse interest on Client C's preneed contract.

VOTE:

The votes were unanimous.

ADJOURNMENT:

The Committee adjourned at 1:50 p.m.

Mike Leonard, FSP, Chair

Lisa R. Hahn, Executive Director

Date

Date

