MEMORANDUM

TO: Kevin O'Connor, MD

Ike Koziol, MD

David Giammittorio, MD (Hawkins only)

FROM: Jennie F. Wood, Discipline Case Manager

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DATE: February 22, 2017

SUBJECT: Special Conference Committee - Wednesday, March 8, 2017

FINAL

This memorandum is confirmation of the informal conferences that are scheduled for Wednesday, March 8, 2017*, at the Department of Health Professions, 9960 Mayland Drive, 2nd Floor Conference Center, (Board Room 3), Henrico, Virginia.

| <u>LICENSEE</u> Mary Beth Sinclair, MD | <u>TIME</u> 9:00 am | <u>CHAIR</u> O'Connor | <u>AS</u> McNicol |
|--|------------------------|--------------------------|-----------------------------|
| Braheem Tolbert, DC (Att. Margaret Hardy) | 11:00 am | Koziol | Lutke |
| Hillary Hawkins, MD | 1:30 pm | O'Connor | Robinson |

^{*}Hearings and times are subject to last minute changes; please contact the Board at 804-367-4571 for verification if needed.