

APPROVED

VIRGINIA BOARD OF MEDICINE SPECIAL CONFERENCE COMMITTEE MINUTES

March 8, 2017

**Department of Health Professions
Perimeter Center
9960 Mayland Drive, Suite #300**

Henrico, Virginia

CALL TO ORDER: A Special Conference Committee of the Board was called to order at 9:06 a.m.

MEMBERS PRESENT: Kevin O'Connor, M.D., Chair
Isaac Koziol, M.D.

STAFF PRESENT: Jennifer L. Deschenes, Deputy Executive Director, Discipline
Jennie F. Wood, Case Manager, Discipline
Carolann McNicol, Adjudication Specialist

OTHERS PRESENT: Michael Stilwell, Office Manager
Hannah Lloyd, BGS, CSAC

MATTER: **Mary Beth Sinclair, M.D.** License No.: 0101-238218
Case No.: 169220

DISCUSSION: Dr. Sinclair appeared before the Committee in person in accordance with a Notice of the Board dated January 23, 2017. Dr. Sinclair was not represented by counsel.

The Committee fully discussed the allegations in the Notice with Dr. Sinclair.

CLOSED SESSION: Upon a motion by Dr. Koziol, and duly seconded by Dr. O'Connor, 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 Dr. Sinclair. Additionally, he moved that Ms. Deschenes and Ms. Wood attend the closed meeting because their presence in the closed meeting was deemed necessary and would aid the Committee 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 Committee re-convened in open session and announced its decision.

DECISION:

Upon a motion by Dr. Koziol, and duly seconded by Dr. O'Connor, the Committee made certain findings of fact and conclusions of law and voted to place Dr. Sinclair's license on certain terms and conditions.

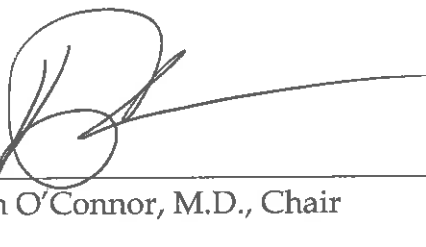
VOTE:

The vote was unanimous.

ADJOURNMENT:


The Committee adjourned at 9:57 a.m.

As provided by law this decision shall become a Final Order thirty (30) days after service of such Order on Dr. Sinclair, unless a written request to the Board for a formal hearing on the allegations made against him is received from Dr. Sinclair within such time. If service of the Order is made by mail three (3) additional days shall be added to that period. Upon such timely request for a formal hearing, the decision of the Special Conference Committee shall be vacated.



Kevin O'Connor, M.D., Chair

3-8-17
Date



William L. Harp, M.D., Executive Director

4/18/17
Date

APPROVED

VIRGINIA BOARD OF MEDICINE SPECIAL CONFERENCE COMMITTEE MINUTES

March 8, 2017

**Department of Health Professions
Perimeter Center
9960 Mayland Drive, Suite #300**

Henrico, Virginia

CALL TO ORDER: A Special Conference Committee of the Board was called to order at 10:57 a.m.

MEMBERS PRESENT: Isaac Koziol, M.D., Chair
Kevin O'Connor, M.D.

STAFF PRESENT: Jennifer L. Deschenes, Deputy Executive Director, Discipline
Jennie F. Wood, Case Manager, Discipline
Dale Lutke, Adjudication Specialist

OTHERS PRESENT: Latasha Tolbert
Robert Tolbert

MATTER: **Braheem Zaki Tolbert, D.C.** **License No.: 0104-557187**
Case No.: 175594

DISCUSSION: Dr. Tolbert appeared before the Committee in person in accordance with a Notice of the Board dated January 24, 2017. Dr. Tolbert was represented by Margaret Hardy, Esquire.

The Committee fully discussed the allegations in the Notice with Dr. Tolbert.

CLOSED SESSION: Upon a motion by Dr. O'Connor, and duly seconded by Dr. Koziol, 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 Dr. Tolbert. Additionally, he moved that Ms. Deschenes and Ms. Wood attend the closed meeting because their presence in the closed meeting was deemed necessary and would aid the Committee 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 Committee re-convened in open session and announced its decision.

DECISION:

Upon a motion by Dr. O'Connor, and duly seconded by Dr. Koziol, the Committee made certain findings of fact and conclusions of law and voted to place the license of Dr. Tolbert on certain terms and conditions.

VOTE:

The vote was unanimous.


ADJOURNMENT:

The Committee adjourned at 12:36 p.m.

As provided by law this decision shall become a Final Order thirty (30) days after service of such Order on Dr. Tolbert, unless a written request to the Board for a formal hearing on the allegations made against him is received from Dr. Tolbert within such time. If service of the Order is made by mail three (3) additional days shall be added to that period. Upon such timely request for a formal hearing, the decision of the Special Conference Committee shall be vacated.


Isaac Koziol, M.D., Chair

4-13-17
Date


William L. Harp, M.D., Executive Director

4/18/17
Date

APPROVED

VIRGINIA BOARD OF MEDICINE SPECIAL CONFERENCE COMMITTEE MINUTES

March 8, 2017

**Department of Health Professions
Perimeter Center
9960 Mayland Drive, Suite #300**

Henrico, Virginia

CALL TO ORDER:

A Special Conference Committee of the Board was called to order at 1:42 p.m.

MEMBERS PRESENT:

Kevin O'Connor, M.D., Chair
Isaac Koziol, M.D.
David Giammittorio, M.D.

STAFF PRESENT:

Jennifer L. Deschenes, Deputy Executive Director, Discipline
Jennie F. Wood, Case Manager, Discipline
Tracy Robinson, Adjudication Specialist

MATTER:

**Hillary Hawkins, M.D.
Case No.: 160106**

License No.: 0101-046529

DISCUSSION:

Dr. Hawkins appeared before the Committee in person in accordance with a Notice of the Board dated January 23, 2017. Dr. Hawkins was not represented by counsel.

The Committee fully discussed the allegations in the Notice with Dr. Hawkins.

CLOSED SESSION:

Upon a motion by Dr. Koziol, and duly seconded by Dr. Giammittorio, 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 Dr. Hawkins. Additionally, he moved that Ms. Deschenes and Ms. Wood attend the closed meeting because their presence in the closed meeting was deemed necessary and would aid the Committee 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 Committee re-convened in open session and announced its decision.

DECISION:

Upon a motion by Dr. Koziol, and duly seconded by Dr. Giammittorio, the Committee made certain findings of fact and conclusions of law and voted to issue Dr. Hawkins a reprimand and subject her license to certain terms and conditions.


VOTE:

The vote was unanimous.

ADJOURNMENT:

The Committee adjourned at 3:23 p.m.

As provided by law this decision shall become a Final Order thirty (30) days after service of such Order on Dr. Hawkins, unless a written request to the Board for a formal hearing on the allegations made against him is received from Dr. Hawkins within such time. If service of the Order is made by mail three (3) additional days shall be added to that period. Upon such timely request for a formal hearing, the decision of the Special Conference Committee shall be vacated.



Kevin O'Connor, M.D., Chair

4-7-17

Date



William L. Harp, M.D., Executive Director

4/18/17

Date