

APPROVED

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

Tuesday, April 24, 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 1:35 p.m.
- MEMBERS PRESENT:** Mike Leonard, FSP, Chair
Bob Oman, FSP
- DHP STAFF PRESENT:** Kathy Petersen, Discipline Operations Manager
Peter Opper, APD
- OTHERS PRESENT:** Gloria Lane
- MATTER:** **Randolph Lane, FD**
License No.: 0503-000250
Case No.: 139514 & 138338
- DISCUSSION:** Mr. Lane appeared before the Committee in person in accordance with a Notice of the Board dated March 22, 2012. Mr. Lane was not represented by counsel.
- The Committee fully discussed the allegations in the Notice with Mr. Lane.
- 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 Randolph Lane, FD. Additionally, he moved that Ms. Petersen 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 2:44 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 3:30 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. Lane on Probation for two years, Mr. Lane is to provide the Board with certificates of completion of the 5 missing hours from the 2008-2010 audit period and 10 hours for the current 2010-2012 audit period, within 90 days of Order entry and Mr. Lane shall not serve as Manager of Record for any facility.

VOTE:

The vote was unanimous.

ADJOURNMENT:

The Committee adjourned at 3:32 p.m.

Mike Leonard, FSP, Chair

Lisa R. Hahn, Executive Director

Date

Date

