

APPROVED

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

January 15, 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 1:06 p.m.
- MEMBERS PRESENT:** Blair Nelsen, FSL, Chair
Chris Vincent, FSL
- DHP STAFF PRESENT:** Lisa Hahn, Executive Director
Kathy Petersen, Discipline Operations Manager
Jan Willis, Adjudication Specialist, APD
Anne Joseph, Deputy Director, APD
- OTHERS PRESENT:** Charlie Cuthbert, Esq.
Richard Cuthbert, Esq.
- MATTER:** Jeffrey L. Dodson, Sr., FSL
License # 0502-860053
Case # 149704
- DISCUSSION:** Mr. Dodson appeared before the Committee in accordance with the Notice of the Board dated December 13, 2013. Mr. Dodson was present and was represented by Charlie Cuthbert, Esq. and Richard Cuthbert, Esq.
- The Committee fully discussed the allegations as referenced in the December 13, 2013, Notice of Informal Conference.
- CLOSED SESSION:** Upon a motion by Mr. Vincent, and duly seconded by Mr. Nelsen, 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 Jeffrey Dodson, Sr., FSL. Additionally, he moved that Ms. Hahn, Ms. Petersen, Ms. Willis and Ms. Joseph 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 2:10 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 3:09 p.m.

DECISION:

Upon a motion by Mr. Vincent and duly seconded by Mr. Nelsen, the Committee moved to issue a reprimand to Mr. Dodson, as well as a \$1,000 monetary penalty to be paid within sixty days of Order entry. Mr. Dodson will be subject to an unannounced inspection of his facility and shall incur all inspection fees. Mr. Dodson is subject to other Terms and Conditions as outlined in the Board Order. The motion carried.

ADJOURNMENT:

The Committee adjourned at 3:15 p.m.

Blair Nelsen, FSL, Chair

Lisa R. Hahn, Executive Director

Date

Date

