

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

March 21, 2017

**Department of Health Professions
Perimeter Center
9960 Mayland Drive, Suite #300
Henrico, Virginia 23233**

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- CALL TO ORDER:** A Special Conference Committee of the Board was called to order at 10:06 a.m.
- MEMBERS PRESENT:** Blair Nelsen, FSL, Chair
Frank Walton, FSL
- DHP STAFF PRESENT:** Lynne Helmick, Deputy Executive Director
Emily Tatum, Adjudication Specialist
- OTHERS PRESENT:** Sara Headley
Greg Hunter
- MATTER:** Charles Faulkner, FSL (expired)
License # 0502-900342
Case # 169293, 169400, 170590
- DISCUSSION:** Mr. Faulkner appeared before the Committee in accordance with the Notice of the Board, dated February 17, 2017, sent to his home address on that date. On March 9, 2017, the Notice was sent to his address of record (which was returned to the Board as "undeliverable" on March 17, 2017). Mr. Faulkner was present and was not represented by an attorney.
- Mr. Faulkner stated that he had not received a copy of the evidence which was contained in the certified mail package and he did not bring the copy of the Notice that he received by first class mail.
- At 10:10 a.m., the committee recessed for a 45-minute break to allow Mr. Faulkner to review the evidence
- The Informal Conference resumed at 11:08 a.m.
- CLOSED SESSION:** Upon a motion by Mr. Walton, and duly seconded by Mr. Nelsen, the Committee voted to convene a closed meeting pursuant to §2.2-3700(A)(15) of the Code of Virginia, for the purpose of consideration and discussion of medical and mental health records excluded from the Freedom of Information Act

by Virginia Code Section 1 of § 2.2-3705.5. Additionally, he moved that Ms. Helmick and Ms. Tatum 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 11:10 a.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 11:21 a.m.

DISCUSSION: The Committee fully discussed the allegations as referenced in the February 17, 2017, Notice of Informal Conference.

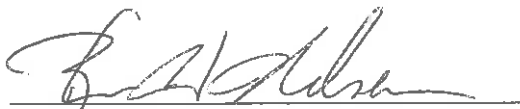
CLOSED SESSION: Upon a motion by Mr. Walton, and duly seconded by Mr. Nelsen, the Committee voted to convene a closed meeting pursuant to §2.2-3711.A (27) of the Code of Virginia, for the purpose of deliberation to reach a decision in the matter of Charles Faulkner, FSL (expired). Additionally, he moved that Ms. Helmick and Ms. Tatum 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 11:35 a.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 12:05 p.m.

DECISION: Upon a motion by Mr. Walton and duly seconded by Mr. Nelsen, the Committee moved to issue Mr. Faulkner a REPRIMAND. Prior to renewal of his license, Mr. Faulkner shall complete two hours of continuing education in preneed, and obtain a mental health/substance abuse evaluation. Mr. Faulkner shall pay a monetary penalty of one thousand dollars (\$1000.00).

The motion carried.

ADJOURNMENT: The Committee adjourned at 12:10 p.m.


Blair Nelsen, FSL, Chair
4/18/17
Date


Corie Tillman Wolf, Executive Director
4/18/17
Date

