

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

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**August 20, 2014**

**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 1:11 p.m.

**MEMBERS PRESENT:** Bob Oman, FSL, Chair  
Chris Vincent, FSL

**DHP STAFF PRESENT:** Lynne Helmick, Deputy Executive Director  
Kathy Petersen, Discipline Operations Manager  
Amanda Blount, Adjudication Specialist, APD

**MATTER:** George E. Penn, FSL  
License # 0502-840027  
Case # 152211

**DISCUSSION:** Mr. Penn did not appear before the Committee in accordance with the Notice of the Board dated July 22, 2014. Mr. Penn was not present and was not represented by counsel.

The Committee fully discussed the allegations as referenced in the July 22, 2014, Notice of Informal Conference.

**CLOSED SESSION:** Upon a motion by Mr. Vincent, and duly seconded by Mr. Oman, 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 George E. Penn, FSL. Additionally, he moved that Ms. Helmick, Ms. Petersen, and Ms. Blount 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 1:16 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 1:33 p.m.

**DECISION:**

Upon a motion by Mr. Vincent and duly seconded by Mr. Oman, the Committee moved to refer this matter to a Formal Hearing with the Board of Funeral Directors and Embalmers. The Committee also moved to offer a Consent Order for indefinite suspension for no less than two years, in lieu of a Formal Hearing. The motion carried.

**ADJOURNMENT:**

The Committee adjourned at 1:35 p.m.

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Bob Oman, FSL, Chair

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Lisa R. Hahn, Executive Director

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Date

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Date

