

**APPROVED**  
**VIRGINIA BOARD OF FUNERAL DIRECTORS AND EMBALMERS**  
**SPECIAL CONFERENCE COMMITTEE**

The Special Conference Committee of the Virginia Board of Funeral Directors and Embalmers convened on July 16, 2009, at the Department of Health Professions, 9960 Mayland Drive, 2<sup>nd</sup> Floor, Hearing Room 3, Henrico, Virginia.

**MEMBERS** Michael J. Leonard, FSP, Chair  
**PRESENT:** Barry Murphy, FSP, Board Member

**STAFF PRESENT:** Lisa R. Hahn, Executive Director  
Kathy Truesdale, Compliance Case Manager  
Peter Opper, Adjudication Specialist

**CONFERENCE** Matthew L. Cornish, Sr. FSP  
**SCHEDULED:** License Number: 0502-900809 Case Number: 124389

**CALL TO ORDER:** Mr. Leonard called the conference to order at 3:17 p.m.

**DISCUSSION:** Mr. Cornish appeared before the Committee in person in accordance with the amended notice of the Board dated July 2, 2009. Mr. Cornish was not represented by counsel.

The Committee reviewed the allegations in the notice of informal with Mr. Cornish that he may have violated the laws and/or regulations governing the practice of funeral directors and embalmers.

**CLOSED SESSION:** Mr. Murphy moved that the Special Conference Committee of the Board of Funeral Directors and Embalmers convene a closed meeting pursuant to Section §2.2-3711(A)(28) of the *Code of Virginia* for the purpose of deliberation to reach a decision in the matter of Matthew L. Cornish, Sr. Additionally, Mr. Murphy moved that Ms. Hahn, Ms. Truesdale, and Mr. Opper attend the closed meeting because their presence in the closed meeting was deemed necessary and would aid the Committee in its deliberations. The motion was seconded and carried unanimously.

**OPEN SESSION:** The Committee reconvened in open session at 4:20 p.m.

Mr. Murphy moved that the Special Conference Committee of the Board of Funeral Directors and Embalmers certify that it heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened. The motion was seconded and carried unanimously.

**ACTION:**

Mr. Leonard moved to have Mr. Opper read the Findings of Fact and Conclusions of Law adopted by the Committee and the decision adopted by the Committee. The motion was seconded and carried unanimously.

Matthew L. Cornish, Sr., shall be placed on INDEFINITE PROBATION subject to the following terms and conditions:

a. Mr. Cornish shall submit documentation of having successfully completed a two credit continuing education course in "Rules and Regulations" as part of his ten credit-hour continuing education requirement for the licensure period, April 1, 2008 to March 31, 2010.

b. Mr. Cornish shall be audited by the Board to assure that he has met his continuing education requirement for the 2008-2010 licensure period.

c. Mr. Cornish shall pay all outstanding licensure fees prior to reinstatement of his license.

d. Mr. Cornish shall be subject to an additional term of probation should the license of the Cornish Funeral Home be reinstated and Mr. Cornish re-assume the position of Manager of Record of said facility. In that event that Cornish Funeral Home is reinstated, Cornish Funeral Home would be subject to an initial inspection following reinstatement, and one inspection per year at the expense of the Cornish Funeral Home for three years, and the probation of Mr. Cornish would not end until the Cornish Funeral Home, under his supervision, successfully completed its third annual inspection.

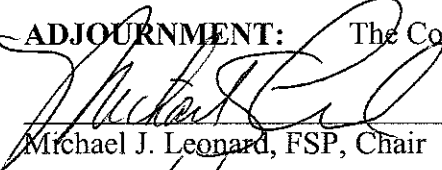
e. Upon completion of his terms of probation, Mr. Cornish may petition the Board to be released from Indefinite Probation.

2. Any violation of the terms and conditions stated in this Order shall be reason for revoking the license of Mr. Cornish and an administrative proceeding shall be held to decide whether his license should be revoked.

3. Mr. Cornish shall maintain a course of conduct in his capacity as a funeral service provider commensurate with the requirements of § 54.1-2800 *et seq.* of the Code and the Regulations.

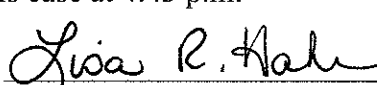
**ADJOURNMENT:**

The Committee adjourn this case at 4:43 p.m.

  
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Michael J. Leonard, FSP, Chair

Date

9/18/09

  
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Lisa R. Hahn, Executive Director

Date

9/24/09