

Unapproved
VIRGINIA BOARD OF FUNERAL DIRECTORS & EMBALMERS
FORMAL ADMINISTRATIVE HEARING
MINUTES

Friday, January 12, 2024

Department of Health Professions
Perimeter Center
9960 Mayland Drive
Henrico, Virginia 23233

CALL TO ORDER: The formal hearing of the Board was called to order at 1:10 p.m.

MEMBERS PRESENT: Jason Graves, FSL, President (Chair)
R. Thomas Slusser, FSL
Eric Wray II, FSL
Jonathan Hines, FSL
Muhammed Hanif, Citizen Member

BOARD COUNSEL: M. Brent Saunders, Senior Assistant Attorney General

DHP STAFF PRESENT: Corie Tillman Wolf, Executive Director
Sarah Georgen, Licensing and Operations Manager

COURT REPORTER: Juan Ortega, Freelance Court Reporter

PARTIES ON BEHALF OF COMMONWEALTH: Claire Foley, Adjudication Specialist, Administrative Proceedings Division

COMMONWEALTH'S WITNESS: Gale Miller, Senior Investigator, DHP
Glenna Young

MATTER: Nancy Province, FD
License No.: 0503-000353
Case Numbers: 214082, 217167

ESTABLISHMENT OF A QUORUM: With five (5) members present, a quorum was established.

DISCUSSION:

Nancy S. Province, FD, did not appear before the Board in accordance with the Notice dated December 5, 2023 and Amended Notice of Formal Hearing dated December 18, 2023, nor was she represented by counsel at the Formal Hearing.

The Board received evidence and sworn testimony on behalf of the Commonwealth regarding the allegations in the Notice.

CLOSED SESSION:

Upon a motion by Jonathan Hines, FSL, and duly seconded by Muhammed Hanif, the Board 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 Nancy S. Province, FD.

Additionally, Mr. Hines moved that Mr. Saunders, Ms. Tillman Wolf, and Ms. Georgen attend the closed meeting because their presence in the closed meeting was deemed necessary and would aid the Board in its deliberations.

RECONVENE:

Having certified that the matters discussed in the preceding closed session met the requirements of §2.2-3712 of the Code, the Board reconvened in open session.

DECISION:

Upon a motion by Jonathan Hines, FSL, and duly seconded by Eric Wray, FSL, the Board voted to issue an order to Indefinitely Suspend Nancy Province's right to renew her license.

The motion carried.

VOTE:

The vote was unanimous. (5-0)

ADJOURNMENT:

The Board adjourned at 2:17 p.m.

For the Board:

Corie Tillman Wolf, JD, Executive Director

Date