

**APPROVED**  
**VIRGINIA BOARD OF MEDICINE**  
**SPECIAL CONFERENCE COMMITTEE MINUTES DECEMBER 7, 2023**

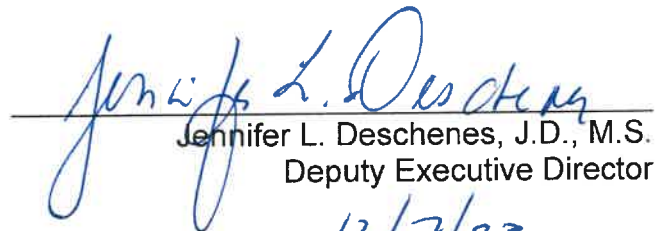
*Department of Health Professions*  
*Perimeter Center*  
*9960 Mayland Drive, Suite 201*  
*Henrico, VA*

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- CALL TO ORDER:** A Special Conference Committee of the Board was called to order at 9:26 a.m.
- MEMBERS PRESENT:** Peter Apel, M.D., Chair  
Krishan Madiraju, M.D.  
Jennifer Rathmann, D.C.
- STAFF PRESENT:** Jennifer L. Deschenes, Deputy Executive Director, Discipline  
Jennie F. Wood, Case Manager, Discipline  
Tracy Robinson, Adjudication Consultant
- OTHERS PRESENT:** Court reporter and attorney from C. J. Gideon, Jr., & J. Blake Carter Law Firm
- MATTER:** **Jack Pete Ayoub, M.D.** License No.: 0101-244378  
Case No.: 210080
- DISCUSSION:** Dr. Ayoub appeared before the Committee in person in accordance with a Notice of the Board dated September 28, 2023. Dr. Ayoub was represented by Gerald C. Canaan, II, Esquire.
- CLOSED SESSION:** Upon a motion by Dr. Apel, and duly seconded by Dr. Rathmann, the Committee voted to convene a closed meeting pursuant to §2.2-3711.A (7) of the Code of Virginia, for consultation with legal counsel and for briefings by staff members.
- 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 and continued with the proceeding.
- The Committee fully discussed the allegations in the Notice with Dr. Ayoub.

- CLOSED SESSION:** Upon a motion by Dr. Rathmann, and duly seconded by Dr. Madiraju, 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 Dr. Ayoub. Additionally, she moved that Ms. Deschenes and Ms. Wood attend the closed meeting because their presence in the closed meeting was deemed necessary and would aid the Committee 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 Committee re-convened in open session and announced its decision.
- DECISION:** Upon a motion by Dr. Rathmann, and duly seconded by Dr. Madiraju, the Committee voted to dismiss the matter.
- VOTE:** The vote was unanimous.
- ADJOURNMENT:** The Committee adjourned at 10:48 a.m.

*As provided by law this decision shall become a Final Order thirty (30) days after service of such Order on Dr. Ayoub, unless a written request to the Board for a formal hearing on the allegations made against him is received from Dr. Ayoub, within such time. If service of the Order is made by mail three (3) additional days shall be added to that period. Upon such timely request for a formal hearing, the decision of the Special Conference Committee shall be vacated.*

  
Jennifer L. Deschenes, J.D., M.S.  
Deputy Executive Director  
12/7/23  
Date

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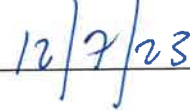
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- CALL TO ORDER:** A Special Conference Committee of the Board was called to order at 11:13 a.m.
- MEMBERS PRESENT:** Jennifer Rathmann, D.C., Chair  
Krishan Madiraju, M.D.  
Peter Apel, M.D.
- STAFF PRESENT:** Jennifer L. Deschenes, Deputy Executive Director, Discipline  
Jennie F. Wood, Case Manager, Discipline  
Anne Joseph, Adjudication Consultant
- MATTER:** **Jordan Le Tran, M.D.**                      **License No.: 0101-256096**  
**Case No.: 220246**
- PRELIMINARY MATTER:** The Chair noted that the time was 11:14 a.m. and Dr. Tran was noticed to appear before the Committee at 11:00 a.m. and was not present.
- Ms. Joseph advised that the Notice had been sent to Dr. Tran's address of record with the Board by overnight and First-class mail.
- RULING:** Based on the information provided by Ms. Joseph, the Chair determined that proper notice had been provided to Dr. Tran, therefore, the informal conference would proceed in his absence.
- DISCUSSION:** Dr. Tran did not appear before the Committee in accordance with the Board's Notice of Informal Conference dated, nor was he represented at the conference by legal counsel.
- The Committee fully considered the evidence before it and received information from Ms. Joseph regarding the allegations in the Notice.

- CLOSED SESSION:** Upon a motion by Dr. Apel, and duly seconded by Dr. Madiraju, 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 Dr. Tran. Additionally, he moved that Ms. Deschenes and Ms. Wood attend the closed meeting because their presence in the closed meeting was deemed necessary and would aid the Committee 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 Committee re-convened in open session and announced its decision.
- DECISION:** Upon a motion by Dr. Apel, and duly seconded by Dr. Madiraju, the Committee voted to refer this matter to a formal hearing which will be held pursuant to §2.2-4020 and §2.2-4021.
- VOTE:** The vote was unanimous.
- ADJOURNMENT:** The Committee adjourned at 11:39 a.m.

*A formal hearing will be scheduled for a future date for a final determination.*

  
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Jennifer L. Deschenes, J.D., M.S.  
Deputy Executive Director, Discipline

  
\_\_\_\_\_  
Date