

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

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**October 15, 2015**

**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 12:21 p.m.
- MEMBERS PRESENT:** Blair Nelsen, FSL, Chair  
Connie Steele, FSL
- DHP STAFF PRESENT:** Lynne Helmick, Deputy Executive Director  
Emily Tatum, Adjudication Specialist
- OTHERS PRESENT:** Richard Railey, Esq.
- MATTER:** **Elvin N. Vaughan, FD**  
License # 0503-000433  
Case # 163624
- Elvin Vaughan Funeral Home**  
License # 0501-000421  
163626
- DISCUSSION:** Mr. Vaughan appeared before the Committee in accordance with the Notice of the Board dated September 16, 2015. Mr. Vaughan was present and was represented by Richard Railey, Esq.
- The Committee fully discussed the allegations as referenced in the September 16, 2015, Notice of Informal Conference.
- CLOSED SESSION:** Upon a motion by Ms. Steele, 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 Elvin Vaughan, FD. Additionally, she 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 12:50 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 1:05 p.m.

**DECISION:**

Upon a motion by Ms. Steele and duly seconded by Mr. Nelsen, the Committee moved to Order Mr. Vaughan to complete three hours of Board-approved continuing education, with a minimum of one hour on the Virginia laws and regulations and Order Elvin Vaughan Funeral Home to be subject to one unannounced inspection within one year.

The motion carried.

**ADJOURNMENT:**

The Committee adjourned at 1:20 p.m.

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Blair Nelsen, FSL, Chair

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Lisa R. Hahn, Executive Director

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Date

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Date

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