

**UNAPPROVED**  
**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 February 23, 2010, at the Department of Health Professions, Perimeter Center, 9960 Mayland Drive, 2<sup>nd</sup> Floor, Suite 201, Conference Room #2, Henrico, Virginia.

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

**STAFF PRESENT:** Lisa R. Hahn, Executive Director  
Rashaun K. Minor, Discipline Operations Manager  
Kathy Truesdale, Compliance Case Manager

Corie Wolf, Assistant Attorney General  
Peter Opper, Adjudication Specialist

Diane Powers, Communications Director  
Annie B. Artis, License Operations Manager  
Marta Ishmael, Inspector

**PUBLIC PRESENT:** Kevin L. Hough, FSP, Manager of Record, National Funeral Home  
William Broaddus, Esquire, McGuire Woods, National Funeral Home  
Mercy Carrasco, Service Corporation International (SCI), Corporate Counsel  
Joseph Hayes, Service Corporation International (SCI)  
Chris Mullens, Service Corporation International (SCI)  
Scott Young, Service Corporation International (SCI)  
J. Hunt Brasfield, Ashcraft & Gerel, LLP  
Beth Rafferty, CSB  
Reuben Heymand-Kantor, CBS television network

**CONFERENCE SCHEDULED:** **National Funeral Home**                      **License Number: 0501 000691**  
**Case Number: 123730**

**CALL TO ORDER:** Mr. Leonard called the conference to order at 10:09 a.m.

**DISCUSSION:** Kevin Hough, Manager of Record for National Funeral Home, appeared before the Committee in person in accordance with the Board's notice of informal dated January 25, 2010.

National Funeral Home was represented by Mr. William Broaddus, Esquire. Also in attendance for National Funeral Home was Ms. Mercy Carrasco, Corporate Counsel.

The Committee reviewed the allegations in the notice of informal with Mr. Hough and Mr. Broaddus, that certain laws and regulations governing the practice of funeral directing and embalming may have been violated.

**BREAK** The Committee recessed at 11:14 a.m.

The Committee reconvened at 11:25 a.m. and continued to review the allegations as outlined in the notice of informal.

**BREAK** The Committee recessed at 12:11 p.m.

The Committee reconvened at 1:00 p.m. and continued to review the allegations as outlined in the notice of informal.

**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 National Funeral Home. Additionally, Mr. Murphy moved that Ms. Hahn, Mr. Opper, and Ms. Minor 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.

The Committee convened in closed session at 2:15 p.m.

**OPEN SESSION:** The Committee reconvened in open session at 4:15 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. Opper read the Committee's findings of fact, conclusions of law, and sanctions imposed. The Committee adopted the decision. The motion was seconded and carried unanimously.

The Committee offered National Funeral Home a Consent Order to place their funeral establishment license on INDEFINITE SUSEPENSION. Said Suspension would be STAYED upon agreement and fulfillment of the terms and conditions of PROBATION for not less than three (3) years and assessment of a monetary penalty.

**ADJOURNMENT:** The Committee adjourn the case at 4:23 p.m.

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Michael J. Leonard, FSP, Chair

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Lisa R. Hahn, Executive Director

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Date

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Date