

APPROVED

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

Tuesday, January 17, 2012

Department of Health Professions
Perimeter Center
9960 Mayland Drive, Suite #300
Henrico, Virginia 23233

- CALL TO ORDER:** A Special Conference Committee of the Board was called to order at 1:20 p.m.
- MEMBERS PRESENT:** Randy Minter, FSP, Chair
Blair Nelsen, FSP
- DHP STAFF PRESENT:** Lynne Helmick, Deputy Executive Director
Peter Opper, APD
- MATTER:** **David Litten, FSP**
License No.: 0502-890033
Case No.: 140011
- OTHERS PRESENT:** J. Burns Earle, Esq.
Linda Murphy
Bill Murphy
- DISCUSSION:** Mr. Litten appeared before the Committee in person in accordance with a Notice of the Board dated December 13, 2011. Mr. Litten was represented by J. Burns Earle, Esq.
- The Committee fully discussed the allegations in the Notice with Mr. Litten.
- CLOSED SESSION:** Upon a motion by Mr. Nelsen, and duly seconded by Mr. Minter, 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 David Litten, FSP. Additionally, he moved that Ms. Helmick and Mr. Opper 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 1:50 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 2:15 p.m.

DECISION:

Upon a motion by Mr. Nelsen, and duly seconded by Mr. Minter, the Committee found insufficient evidence to support a violation of any laws or regulations governing Funeral Service.

VOTE:

The vote was unanimous.

ADJOURNMENT:

The Committee adjourned at 2:17 p.m.

Randy Minter, FSP, Chair

Lisa R. Hahn, Executive Director

Date

Date

