

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

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**March 6, 2019**

**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 10:07 a.m.

**MEMBERS PRESENT:** Louis Jones, FSL, Chair  
Blair Nelsen, FSL

**DHP STAFF PRESENT:** Lynne Helmick, Deputy Executive Director  
Angela Pearson, Discipline Operations Manager  
Jess Kelley, Adjudication Specialist

**OTHERS PRESENT:** Kristi M. Caturano  
Jatinder Khokhar

**MATTER:** **Reid Funeral Home**  
License # 0501-000830  
Case # 190450

**DISCUSSION:** No one appeared before the Committee to represent Reid Funeral Home in accordance with the Notice of Informal Conference, dated January 31, 2019.

The Committee fully discussed the allegations as referenced in the January 31, 2019, Notice of Informal Conference.

**CLOSED SESSION:** Upon a motion by Mr. Nelsen, and duly seconded by Mr. Jones, 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 Reid Funeral Home. Additionally, he moved that Ms. Helmick and Ms. Pearson attend the closed meeting because their presence in the closed meeting was deemed necessary and would aid the Committee in its discussions.

**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 Mr. Nelsen and duly seconded by Mr. Jones, the Committee voted to refer this case to a Formal Hearing.

The motion carried.

**ADJOURNMENT:**

The Committee adjourned at 10:14 a.m.

Louis R. Jones  
Louis Jones, FSU, Chair

Corie Tillman Wolf  
Corie Tillman Wolf, Executive Director

3/6/19  
Date

7/23/19  
Date

