

**APPROVED**  
**VIRGINIA BOARD OF FUNERAL DIRECTORS AND EMBALMERS**  
**ADHOC COMMITTEE MEETING MINUTES**

The Adhoc Committee of the Virginia Board of Funeral Directors and Embalmers convened for a meeting on Thursday, July 16, 2009 at the Department of Health Professions, Perimeter Center, 9960 Mayland Drive, Suite 300, Richmond, Virginia.

**CALLED TO ORDER**

The Adhoc Committee Board meeting was called to order at 10:00 a.m.

**PRESIDING:**

Randy Minter, FSP

**BOARD MEMBERS PRESENT:**

Michael Leonard, FSP  
Billie Watson-Hughes, FSP  
W. D. Tharp, FSP  
Barry Murphy, FSP  
Blair Nelsen, FSP

**STAFF PRESENT:**

Lisa R. Hahn, Executive Director  
Emily Wingfield, Chief Deputy Director  
Amy Marschean, Senior Assistant Attorney General  
Elaine J. Yeatts, Senior Policy Analyst  
Jeanette Meade, Licensing Administrative Assistant

**OTHERS PRESENT:**

Emory Samford, Williams Funeral Home (Lawrence, VA)  
Michael Gony, Mid Atlantic, SCI  
Robert Baker, Chinn Funeral Service (Arlington, VA)  
Curtis L. Cunningham, Johnson Services  
Bo Keeney, Independent Funeral Homes of Virginia  
Bruce Keeney, Independent Funeral Homes of Virginia  
David Anderson, Advantus Strategies  
Lacy Whittaker, Virginia Funeral Directors Association  
David Partridge, Regulatory Support Services, Inc.  
Barry Robinson, Virginia Mortuary Association

## **Discussion to Propose Recommendations of the Regulatory Standards for the Proper Handling of Dead Human Bodies**

A motion was made by Ms. Hughes and it was properly seconded by Mr. Tharp to recommend the following refrigeration regulation to the Board. The vote passed unanimously.

### **Refrigeration**

- Upon taking custody thereof, a funeral establishment shall ensure that a dead human body is embalmed or maintained in refrigeration at 40 degrees Fahrenheit or less, if it is to be stored for more than 48 hours.

A motion was made by Mr. Tharp and it was properly seconded by Mr. Leonard to recommend the following regulation relating to storage of remains to the Board. The vote passed unanimously.

### **Storage of Remains**

- If a dead human body is to be stored for more than 48 hours, it shall be maintained in a container that substantially meets the following:
  - a. Be able to be closed in order to provide complete covering for the human remains;
  - b. Be resistant to leakage or spillage.

A motion by Mr. Leonard was made and it was properly seconded by Mr. Tharp to recommend to the Board the following regulation relating to disclosure. The vote passed unanimously.

### **Disclosures**

- If a dead human body is to be stored at a location other than the funeral establishment that it has taken custody thereof, the funeral establishment shall disclose to the contract buyer of the location where the body is stored and the method of storage.

## **Discussion on Animal Transportation and Refrigeration**

The Committee was very adamant that licensed funeral establishments, branch establishments, crematories and funeral service transportation services are not to transport dead human bodies at the same time of transporting dead animals; they are not to cremate dead animals in a retort permitted by DEQ for cremation of human remains

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and are not to cremate animals at the same time as a dead human body; and they are not to refrigerate dead animals in a unit where dead human bodies are being stored.

**ADJOURNMENT**

With no further business, the meeting was adjourned at 12:00 p.m.

Randy Minter  
Randy Minter, FSL, Chair  
9/15/09  
DATE

Lisa R. Hahn  
Lisa R. Hahn, Executive Director  
9/17/09  
DATE