

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

October 15, 2015

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 11:00 a.m.
- MEMBERS PRESENT:** Blair Nelsen, FSL, Chair
Connie Steele, FSL
- DHP STAFF PRESENT:** Lynne Helmick, Deputy Executive Director
Emily Tatum, Adjudication Specialist
- MATTER:** **Roddrick Jenkins, FSL**
License # 0502-900376
Case # 160203
- DISCUSSION:** Mr. Jenkins appeared before the Committee in accordance with the Notice of the Board dated September 16, 2015. Mr. Jenkins was not represented by council.
- 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 Roddrick Jenkins, FSL. Additionally, he 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 11:35 a.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 11:50 a.m.

DECISION:

Upon a motion by Ms. Steele and duly seconded by Mr. Nelsen, the Committee dismissed the case due to insufficient evidence. Motion carried.

ADJOURNMENT:

The Committee adjourned at 11:50 a.m.



Blair Nelsen, FSL, Chair



Date



Lisa R. Hahn, Executive Director



Date

