

**VIRGINIA BOARD OF FUNERAL DIRECTORS & EMBALMERS  
FORMAL ADMINISTRATIVE HEARING  
MINUTES**

**April 16, 2019**

**Department of Health Professions  
Perimeter Center  
9960 Mayland Drive  
Henrico, Virginia 23233**

**CALL TO ORDER:** The formal hearing of the Board was called to order at 2:20 p.m.

**MEMBERS PRESENT:** Joseph Frank Walton, FSL, President  
Mia Mimms, FSL, JD, Vice President  
R. Thomas Slusser, Jr., FSL  
Connie Steele, FSL  
Muhammad Hanif, Citizen Member

**BOARD COUNSEL:** Erin L. Barrett, Assistant Attorney General

**DHP STAFF PRESENT:** Corie Tillman Wolf, Executive Director

**COURT REPORTER:** Farnsworth and Taylor Reporting, LLC.

**PARTIES ON BEHALF OF COMMONWEALTH:** Jessica Kelley, Adjudication Specialist

**COMMONWEALTH WITNESS:** Ron Houser, Senior Investigator, (Telephone)  
Jatinder Khokhar, Building Official, Town of Dumfries, Va.

**OTHERS PRESENT:** William M. Burrell  
Ross M. Miller  
Kristi M. Caturano, Town of Dumfries, Va.

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

**ESTABLISHMENT OF A**

**QUOROM:** With five (5) members present, a quorum was established.

**DISCUSSION:** No one appeared before the Board to represent Reid Funeral Home, LLC in accordance with the Board's Notice of Formal Hearing dated March 15, 2019. Ms. Kelley stated proper notice was made to Kenya Stewart, Manager of Record and Reid Funeral Home, LLC to the address of record with the Board. The notice was also mailed to Kenya Stewart's personal address along with Shaun Reid's personal address.

Mr. Walton ruled that proper notice of the hearing was provided to Ms. Stewart and Reid Funeral Home, LLC and the Board proceeded in their absence.

The Board received evidence and sworn testimony from the witness called by the Commonwealth.

**CLOSED SESSION:** Upon a motion by Mia Mimms, and duly seconded by Connie Steele, the Board 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, she moved that Ms. Tillman Wolf and Ms. Barrett attend the closed meeting because their presence in the closed meeting was deemed necessary and would aid the Board in its deliberations.

**RECONVENE:** Ms. Mimms certified that the matters discussed in the preceding closed session met the requirements of §2.2-3712 of the Code, the Board reconvened in open session.

**DECISION:** Upon a motion by Frank Walton and duly seconded by Mia Mimms, the Board moved to indefinitely suspend the right to renew the license of Reid Funeral Home. The motion carried.

**VOTE:** The vote was unanimous.

**ADJOURNMENT:** The Board adjourned at 3:06 p.m.

  
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Joseph Frank Walton, FSL, President

  
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Corie Tillman Wolf, JD, Executive Director

7-11-19

Date

July 12, 2019

Date

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