

**APPROVED**  
**BOARD OF FUNERAL DIRECTORS AND EMBALMERS**  
**MINUTES OF BOARD MEETING**

Tuesday, April 12, 2005  
6603 West Broad Street, 5<sup>th</sup> Floor  
Richmond, Virginia 23230-1712  
Conference Room 1

**Department of Health Professions**

**CALL TO ORDER:** A meeting of the Virginia Board of Funeral Directors and Embalmers was called to order at 9:00 a.m.

**PRESIDING:** J. Michael Williams

**MEMBERS PRESENT:** Billie Watson Hughes  
Joseph Jenkins, Jr.  
Pratt P. Stelly  
W.D. "Skip" Tharp  
Randy Minter  
Rev. Alane C. Miles

**MEMBERS ABSENT:** Barry Murphy  
Robert Burger, Jr.

**STAFF PRESENT:** Elizabeth Young, Executive Director  
Elaine Yeatts, Senior. Policy Analyst, DHP  
Annie B. Artis, Operations Manager  
Jeanette Meade, Administrative Assistant

**COUNSEL PRESENT:** Jack Kotvas, Assistant Attorney General

**GUESTS:** David Partridge, RSS, Inc.

**QUORUM:** With 7 members of the Board present, a quorum was established.

**ORDERING OF AGENDA:** On a properly seconded motion, the Board approved the agenda with amendments.

**PUBLIC COMMENT:** None

**ADOPTION OF FINAL DELEGATION OF THE REGULATIONS** On a properly seconded motion by Ms. Hughes, the Board adopted the final regulations governing the delegation of a subordinate for informal hearings.

**EMERGENCY MEDICAL SERVICES (EMS)** Ms. Young presented a copy of a memorandum from Michael Berg, Manager of Regulation and Compliance of the Office of Emergency Medical Services within the

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Department of Health, The memorandum was regarding the requirement for EMS agencies to become registered as surface transportation and removal service companies. Ms. Young called the Board's attention to Section 54.1-2819 of the Code of Virginia. There was extensive discussion from Mr. Kotvas, Ms. Young, Ms. Yeatts and members of the Board.

Mr. Tharp made a motion that all licensed emergency medical service agencies that occasionally remove human remains and are not engaged in the business of surface transportation and removal services shall not be required to be registered with the Board. With a properly seconded motion by Mrs. Stelly, the Board passed unanimously.

**ADJOURNMENT**

With all business concluded, the Board adjourned at 9:53 a.m.

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J. Michael Williams, Chair

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Elizabeth Young, Executive Director

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Date

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Date