

UNAPPROVED

BOARD OF FUNERAL DIRECTORS AND EMBALMERS

MINUTES OF EXAMINATION COMMITTEE

Wednesday, January 18, 2005
6603 West Broad Street, 6th Floor
Richmond, Virginia 23230-1712
Conference Room #4

Department of Health Professions

CALLED TO ORDER

Ms. Billie Watson-Hughes, Chair, called the quarterly meeting of the Examination Committee to order at 9:02 a.m., on Wednesday, January 18, 2006 in Conference Room #4 at 6603 West Broad Street, 5th Floor, Richmond, Virginia.

PRESIDING

Willard D. Tharp

MEMBERS PRESENT

Billie Watson-Hughes

MEMBERS ABSENT

None

STAFF PRESENT

Elizabeth Young, Executive Director
Donna Shropshire, Agency Contracts and Records Manager
Annie B. Artis, Operations Manager

GUESTS

Linda Kellner, Director of Test Development, Professional Credential Services

QUORUM

With two members of the Committee present, a quorum was established.

PUBLIC COMMENT

There was no public comment.

ORDERING OF THE AGENDA

The agenda was accepted as written.

Closed Meeting

On a properly seconded motion by Ms. Watson-Hughes the Board voted 2-0 in favor of the motion to enter into a closed meeting pursuant to §2.2-3711(A)(11) to deliberate to discuss the logistics of the jurisprudence examination at 9:30 a.m.

Reconvene

On a properly seconded motion by Watson-Hughes, the Board voted 2-0 in favor of the motion, that only public business matters lawfully exempted from open meeting requirements under Virginia law were discussed in the closed meeting and only public business matters as were identified in the motion convening the closed session were heard, discussed or considered by the Board.

The Board reconvened in open session pursuant to §2.2-3712(D) at 2:04 p.m.

The Examination Committee reconfirmed its December 13, 2006 recommendations to the Board.

ADJOURNMENT

With no further business, the meeting was adjourned at 2:06 p.m.

Willard D. Tharp, Chair

Elizabeth Young, Executive Director

Date

Date