

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

April 15, 2019 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 1:15 p.m.

MEMBERS PRESENT: Blair Nelsen, FSL
R. Thomas Slusser, Jr., FSL

DHP STAFF PRESENT: Lynne Helmick, Deputy Executive Director
Angela Pearson, Discipline Operations Manager
Jessica Kelley, Adjudication Specialist

MATTER: **Steele-Bullock Funeral Home**
License # 0501-000638
Case #188215

DISCUSSION: No one appeared before the Committee to represent Steele-Bullock Funeral Home in accordance with the Notice of Informal Conference, dated March 19, 2019.

The Committee fully discussed the allegations as referenced in the March 19, 2019, Notice of Informal Conference.

CLOSED SESSION: Upon a motion by Mr. Slusser, 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 Steele-Bullock Funeral Home. Additionally, he moved that Ms. Helmick and Ms. Pearson attend the closed meeting because their presence in the closed meeting was deemed necessary and would aid the Committee in its discussions.

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 and announced its decision.

DECISION:

Upon a motion by Mr. Slusser and duly seconded by Mr. Nelsen, the Committee voted to place the license of Steele-Bullock Funeral Home on probation status and impose a monetary penalty.

The motion carried.

ADJOURNMENT:

The Committee adjourned at 1:35 p.m.



Blair Nelsen, FSL

10/12/19

Date



Corie Tillman Wolf, Executive Director

October 11, 2019

Date

