

APPROVED

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

Tuesday, August 9, 2011

**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 12:10 p.m.
- MEMBERS PRESENT:** Randy Minter, FSP, Chair
Blair Nelsen, FSP
- DHP STAFF PRESENT:** Lynne Helmick, Deputy Executive Director
Kathy Truesdale, Discipline Operations Manager
Tammie Jones, APD
- OTHERS PRESENT:** Kimberley Murphy, Esq., Hale Carlson Baumgartner, PLC
Sona Chaudry, Aden Muslim Funeral Home
- MATTER:** **Phillip Bell, Sr., FSP**
License No.: 0502-730043
Case No.: 133970
- DISCUSSION:** Mr. Bell appeared before the Committee in person in accordance with a Notice of the Board dated July 5, 2011. Mr. Bell was represented by Kimberley Murphy, Esq. from Hale Carlson Baumgartner, PLC.
- The Committee fully discussed the allegations in the Notice with Mr. Bell.
- CLOSED SESSION:** Upon a motion by Mr. Nelsen, and duly seconded by Mr. Minter, 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 Phillip Bell, FSP. Additionally, he moved that Ms. Helmick, Ms. Truesdale and Ms. Jones 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 1:03 p.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 1:38 p.m.

DECISION:

Upon a motion by Mr. Nelsen, and duly seconded by Mr. Minter, the Committee made certain Findings of Fact and voted to place Mr. Bell on indefinite probation for no less than one year, \$2500 monetary penalty due within 30 days of entry of Order, no Manager of Record responsibilities, along with other terms and conditions.

VOTE:

The vote was unanimous.

ADJOURNMENT:

The Committee adjourned at 1:41 p.m.

Randy Minter, FSP, Chair

Lisa R. Hahn, Executive Director

Date

Date

