

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

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September 29, 2016

Department of Health Professions  
Perimeter Center  
9960 Mayland Drive, Suite #300  
Henrico, Virginia 23233

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- CALL TO ORDER:** A Special Conference Committee of the Board was called to order at 10:04 a.m.
- MEMBERS PRESENT:** Blair Nelsen, FSL, Chair  
Connie Steele, FSL
- DHP STAFF PRESENT:** Lynne Helmick, Deputy Executive Director  
Emily Tatum, Adjudication Specialist
- OTHERS PRESENT:** Elwood Jordan, III  
Albert White  
Eureline D. Lee  
Orga Boone  
James Claude  
Albert White  
James S. Congleton, Jr.
- MATTER:** Vanessa L. Harris, FSL  
License # 0502-800006  
Case # 172037
- DISCUSSION:** Ms. Harris appeared before the Committee in accordance with the Notice of the Board dated August 25, 2016. Ms. Harris was present and was represented by Cherie A. Parson, Esq.
- The Committee fully discussed the allegations as referenced in the August 25, 2016, Notice of Informal Conference.
- CLOSED SESSION:** Upon a motion by Ms. Steele, 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 Vanessa Harris. Additionally, she moved that Ms. Helmick, and Ms. Tatum 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 10:29 a. 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 10:41 a.m.

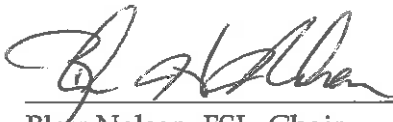
**DECISION:**

Upon a motion by Ms. Steele and duly seconded by Mr. Nelsen, the Committee issued Ms. Harris a reprimand and ordered her to obtain one hour of Board-approved continuing education on Virginia laws and regulations.

The motion carried.

**ADJOURNMENT:**

The Committee adjourned at 10:45 a.m.



Blair Nelsen, FSL, Chair

10/18/16  
Date



Corie Tillman Wolf, Executive Director

10/18/16  
Date

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