

**APPROVED**  
**VIRGINIA BOARD OF FUNERAL DIRECTORS & EMBALMERS**  
**FORMAL ADMINISTRATIVE HEARING**  
**October 29, 2013 – 1:00 P.M.**

The Virginia Board of Funeral Directors and Embalmers convened on October 29, 2013, at the Department of Health Professions, 9960 Mayland Drive, 2<sup>nd</sup> Floor, Board Room 2, Henrico, Virginia.

**BOARD MEMBERS PRESENT:** Junius Williams, President  
Bob Oman, FSL  
Eric Wray, FSL  
Mike Leonard, FSL  
Paul Welch, FSL

**DHP STAFF PRESENT:** Lisa R. Hahn, Executive Director  
Lynne Helmick, Deputy Executive Director  
Kathy Petersen, Discipline Operations Manager  
Missy Currier, Board Operations Manager  
Cynthia Gaines, Adjudication Specialist  
Karen Schaller, Senior Inspector  
Paul Dalby, Deputy Director of Enforcement

**MEMBERS FROM THE OFFICE OF THE ATTORNEY GENERAL PRESENT:** Erin Barrett, Assistant Attorney General, Board Counsel  
Wayne Halbleib, Assistant Attorney General, Prosecution

**OTHERS PRESENT:** James Altmeyer, Jr., President Altmeyer Funeral Home & Crematory  
Christopher Sisler, VP Altmeyer Funeral Home & Crematory  
Jeffrey L. Marks, Esq.  
Bill Harrison  
Karie Stewart  
Cindy Pelter

**COURT REPORTER:** Terri Pata, Certified Court Reporter  
Crane Snead & Associates, Inc.

**CALL TO ORDER** The Formal Administrative Hearing of the Board was called to order at 1:03 p.m.

**ESTABLISHMENT OF A QUORUM:** With five (5) members of the Board present, a quorum was established.

**MATTER SCHEDULED:** **Altmeyer Funeral Home**  
**License Number: 0501-000670**  
**Case Number: 146782**

**CLOSED SESSION:** Upon a motion by Mike Leonard, and duly seconded by Mr. Oman, the Board voted to convene a closed meeting pursuant to 2.2-3711.A(7) of the *Code of Virginia*, for the purpose of deliberation to reach a decision in the matter of Altmeyer Funeral Home. Additionally, Mr. Leonard moved that Ms. Hahn, Ms. Currier and Ms. Barrett attend the closed meeting because their presence in the closed meeting was deemed necessary and would aid the Board in its deliberations. The Board convened into closed session at 1:06 p.m.

**OPEN SESSION:** Mr. Wray certified that the matters discussed in the preceding closed session met the requirements of § 2.2.-3712 of the *Code of Virginia*; Certification was made and the Board re-convened open session at 2:00 p.m.

**ACTION:** Upon a motion by Mr. Oman and duly seconded by Mr. Wray, the Board voted to dismiss the case. Mr. Williams stated that this decision in no way indicates that the Virginia Board of Funeral Directors and Embalmers approves of tissue harvesting, recovery and/or procurement being performed in preparation rooms in the Commonwealth of Virginia.

**VOTE:** The vote was unanimous.

**ADJOURNMENT:** The Board adjourned at 2:05 p.m.

*The decision shall be effective upon the entry by the Board of a written Order stating the findings, conclusions, and decision of this formal hearing panel.*

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Junius Williams, President

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Lisa R. Hahn, Executive Director

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Date

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Date