

CEMETERY BOARD MEETING

MINUTES

June 15, 2011

The Cemetery Board met on June 15, 2011, at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, Richmond, Virginia. The following members were present:

Randolph Gleason, Chair
David Gilliam, Vice-Chair
Isabel Berney
Jane M. Garland
Pamela Jo Lundy
Leonard A. Muse

DPOR staff present for all or part of the meeting included:

Gordon Dixon, Director
Mark Courtney, Deputy Director
Christine Martine, Executive Director
Bonnie Rhea Adams, Director of Complaint
Analysis & Resolution
Herb Nichols, Investigator
Earlyne Perkins, Legal Analyst
Emily Trent, Administrative Assistant

Elizabeth Peay, from the Office of the Attorney General was present.

Randolph Gleason called the meeting to order at 9:00 AM

Call to Order

A motion was made by Ms. Berney and seconded by Mr. Muse to approve the agenda. The motion passed unanimously. Members voting "Yes" were Berney, Garland, Gilliam, Gleason, Lundy and Muse.

Agenda

A motion was made by Ms. Berney and seconded by Mr. Muse to approve the January 19, 2011, Board Meeting minutes. The motion passed unanimously. Members voting "Yes" were Berney, Garland, Gilliam, Gleason, Lundy and Muse.

Minutes

There was no public comment.

Public Comment

In the matter of File Number 2011-00027, David Joseph Tollison, Jr.,

File Number 2011-00027,

the Board reviewed the Consent Order as seen and agreed to by Mr. Tollison. A motion was made by Ms. Berney and seconded by Mr. Muse to accept the proposed Consent Order offer wherein Tollison admits to voluntarily surrender his cemetery sales personnel registration upon the effective date of the order. In addition, Tollison agrees not to re-apply for a Virginia cemetery sales personnel registration for a period of four (4) years from the effective date of the order. The motion passed unanimously. Members voting "Yes" were Berney, Garland, Gilliam, Gleason, Lundy and Muse.

David Joseph Tollison, Jr.

A motion was made by Mr. Gilliam and seconded by Ms. Berney to approve the amended response to the comment pertaining Notice of Intended Regulatory Action for the proposed Cemetery Regulations. The motion passed unanimously. Members voting "Yes" were Berney, Garland, Gilliam, Gleason, Lundy and Muse.

Administrative Issues

A motion was made by Mr. Gilliam and seconded by Ms. Berney to approve the proposed Cemetery Regulations. The motion passed unanimously. Members voting "Yes" were Berney, Garland, Gilliam, Gleason, Lundy and Muse.

A motion was made by Mr. Muse and seconded by Mr. Gilliam to adopt the following resolution to honor the years of dedicated service by former Board Member Mike Kirsch to the Board:

Resolution

RESOLUTION IN HONOR OF

Mike Kirsch

WHEREAS, **Mike Kirsch**, has faithfully and diligently served as a member of the Cemetery Board since 2006; and

WHEREAS, **Mike Kirsch**, has devoted generously of his time, talent and leadership to the Board; and

WHEREAS, **Mike Kirsch**, has endeavored at all times to render decisions with fairness, good judgment, and in the best interest of the Board; and

WHEREAS, the Cemetery Board wishes to acknowledge its gratitude and deepest appreciation for devoted service of a person who is held in high esteem by the members of the Board and the citizens of the Commonwealth.

NOW THEREFORE BE IT RESOLVED, by the Cemetery Board this fifteenth day of June, 2011 that **Mike Kirsch** be given all honors and respect due him for his outstanding service to the Commonwealth and its citizens and the Cemetery; and

BE IT FURTHER RESOLVED, that this Resolution be presented to his and be made a part of the official minutes of the Board so that all may know of the high regard in which he is held.

The motion passed unanimously. Members voting "Yes" were Berney, Garland, Gilliam, Gleason, Lundy and Muse.

A motion was made by Ms. Lundy and seconded by Mr. Gilliam to adopt the following resolution to honor the years of dedicated service by former Board Member Delores King to the Board:

Resolution

RESOLUTION IN HONOR OF

Delores King

WHEREAS, **Delores King**, has faithfully and diligently served as a member of the Cemetery Board since 2005; and

WHEREAS, **Delores King**, has devoted generously of her time, talent and leadership to the Board; and

WHEREAS, **Delores King**, has endeavored at all times to render decisions with fairness, good judgment, and in the best interest of the Board; and

WHEREAS, the Cemetery Board wishes to acknowledge its gratitude and deepest appreciation for devoted service of a person who is held in high esteem by the members of the Board and the citizens of the Commonwealth.

NOW THEREFORE BE IT RESOLVED, by the Cemetery Board this fifteenth day of June, 2011 that **King** be given all honors and respect due her for her outstanding service to the Commonwealth and its citizens and the Cemetery; and

BE IT FURTHER RESOLVED, that this Resolution be presented to her and be made a part of the official minutes of the Board so that all may know of the high regard in which she is held.

The motion passed unanimously. Members voting "Yes" were Berney,

Garland, Gilliam, Gleason, Lundy and Muse.

Ms. Martine gave the Board an update on legislation. No action was taken by the Board. **Administrative**

The Board recessed from 9:20 A.M. to 9:25 A.M.

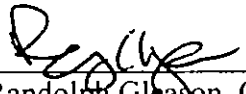
Break

The Board members completed Conflict of Interest training.

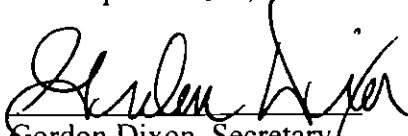
**Conflict of Interest
Training**

The meeting adjourned at 10:17 A.M.

Adjourn



Randolph Gleason, Chair



Gordon Dixon, Secretary

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: Randolph Gleason
(Name of Board Member)
2. Title: Board Member
3. Agency: Cemetery Board
(Name of Board)
4. Meeting/IFF Date: June 15, 2011
(Date)

5. I have a personal interest in the following transaction:

(Agenda Item)

Nature of Personal Interest Affected by Transaction: _____

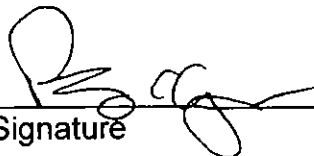
I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I do not have a personal interest in any transactions taken at this meeting.



Signature

6/15/11

Date

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: Isabel Berney
(Name of Board Member)
2. Title: Board Member
3. Agency: Cemetery Board
(Name of Board)
4. Meeting/IFF Date: June 15, 2011
(Date)

5. I have a personal interest in the following transaction:

(Agenda Item)

Nature of Personal Interest Affected by Transaction: _____

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

- I am able to participate in this transaction fairly, objectively, and in the public interest.
- or
- I did not participate in the transaction.

6. I **do not** have a personal interest in any transactions taken at this meeting.

Isabel Berney
Signature

6-15-11
Date

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: David Gilliam
(Name of Board Member)
2. Title: Board Member
3. Agency: Cemetery Board
(Name of Board)
4. Meeting/IFF Date: June 15, 2011
(Date)

5. I have a personal interest in the following transaction:

(Agenda Item)

Nature of Personal Interest Affected by Transaction: _____

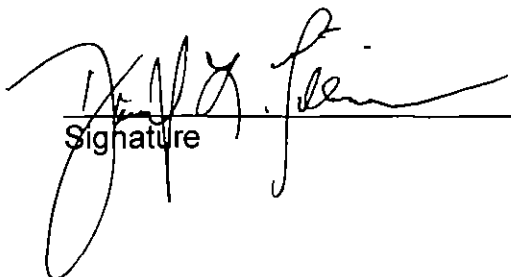
I declare that I am a member of the following business, profession,
occupation or group, the members of which are affected by the transaction:

I am able to participate in this transaction fairly, objectively, and in the
public interest.

or

I did not participate in the transaction.

6. I do not have a personal interest in any transactions taken at this meeting.


Signature

6/15/11
Date

STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name: Jane M. Garland
(Name of Board Member)
2. Title: Board Member
3. Agency: Cemetery Board
(Name of Board)
4. Meeting/IFF Date: June 15, 2011
(Date)

5. I have a personal interest in the following transaction:

(Agenda Item)

Nature of Personal Interest Affected by Transaction: _____

I declare that I am a member of the following business, profession,
occupation or group, the members of which are affected by the transaction:

I am able to participate in this transaction fairly, objectively, and in the
public interest.

or

I did not participate in the transaction.

6. I **do not** have a personal interest in any transactions taken at this meeting.

Jane M. Garland
Signature

15 June 2011
Date

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: Leonard A. Muse
(Name of Board Member)
2. Title: Board Member
3. Agency: Cemetery Board
(Name of Board)
4. Meeting/IFF Date: June 15, 2011
(Date)

5. I have a personal interest in the following transaction:

(Agenda Item)

Nature of Personal Interest Affected by Transaction: _____


I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I **do not** have a personal interest in any transactions taken at this meeting.


Signature

June 15, 2011
Date

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: Pamela Jo Lundy
(Name of Board Member)
2. Title: Board Member
3. Agency: Cemetery Board
(Name of Board)
4. Meeting/IFF Date: June 15, 2011
(Date)

5. I have a personal interest in the following transaction:

_____ (Agenda Item)

Nature of Personal Interest Affected by Transaction: _____

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I do not have a personal interest in any transactions taken at this meeting.

Pamela Jo Lundy
Signature

June 15, 2011
Date