

APPROVED

**VIRGINIA BOARD OF FUNERAL DIRECTORS AND EMBALMERS
INFORMAL CONFERENCE COMMITTEE
MINUTES**

The Virginia Board of Funeral Directors and Embalmers Special Conference Committee convened for an Informal Conference on Tuesday, June 3, 2008 at the Department of Health Professions, Perimeter Center, 9960 Mayland Drive, 2nd Floor, Suite 201, Conference Room #2, Richmond, Virginia

COMMITTEE MEMBERS PRESENT:

Michael Leonard, FSP, Chair
Blair Nelsen, FSP

DHP STAFF PRESENT:

Lisa R. Hahn, Executive Director
Jeanette Meade, Discipline Administrative Assistant
Kathy Truesdale, Compliance Case Manager
Mykl D. Egan, Adjudication Specialist

OTHERS PRESENT:

Michael Hanlin- Builder, Homestead Building Systems

MATTER SCHEDULED

**Respondent: Baker-Post Funeral Home & Cremation Center
c/o Michael Post, Owner
Case Number: #117818**

CALLED TO ORDER

Mr. Leonard called the conference to order at 2:30 p.m.

DISCUSSION

Mr. Post appeared before the Committee in person in accordance with the Notice of the Board dated March 31, 2008 and the rescheduling notice dated April 23, 2008.

Mr. Post presented for the Committee's review documentation which included pictures of the new Baker-Post Funeral Home & Cremation Center which is still under construction. The construction of the facility was supposed to be finished in April 2008, however they are in a small town and were having problems with getting permits and problems with

inspector(s) to come out to the site has been a very difficult. Corrections were made to satisfy deficiencies cited in a previous inspection by the Department of Health Professions.

CLOSED SESSION

Upon a motion by Mr. Nelsen and duly seconded by Mr. Leonard, the Committee convened 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 Baker-Post Funeral Home & Cremation Center Application. Additionally, Mr. Leonard moved that Ms. Minor, Mr. Egan, and Ms. Hahn, and Kathy Truesdale attend the closed meeting because their presence in the closed meeting was deemed necessary and would aid the Committee in its deliberations. The vote was unanimous and in favor of the motion.

OPEN SESSION

Mr. Leonard certified that the matters discussed in the preceding closed session met the requirements of §2.2-3712 of the *Code of Virginia* and the Committee re-convened in open session at 2:45 p.m.

DECISION

The Committee rendered their decision to hereby refer this matter to the full board for a formal hearing.

Upon a motion by Mr. Nelsen and duly seconded by Mr. Leonard, the decision of the Committee was adopted. The vote was unanimous in favor of the motion.

ADJOURNMENT

The Committee adjourned the matter at 2:50 p.m.

Michael Leonard, FSP, Chair

Lisa R. Hahn, Executive Director

Date

Date