

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

June 22, 2021

**Department of Health Professions
Perimeter Center
9960 Mayland Drive
Henrico, Virginia 23233**

CALL TO ORDER: A Special Conference Committee of the Board was called to order at 9:32 a.m.

MEMBERS PRESENT: Louis Jones, FSL, Chair (Virtual)
Blair Nelsen, FSL (Virtual)

DHP STAFF PRESENT: Kelley Palmatier, Deputy Director (Virtual)
Angela Pearson, Senior Discipline Manager (In-Person)
Claire Foley, Administrative Proceedings Division (Virtual)

MATTER: **Christina Ann Heustis, Funeral Service Intern
Extension Applicant
Case Number: 211189**

DISCUSSION: Ms. Heustis appeared virtually before the Committee in accordance with the Board’s Amended Notice of Informal Conference dated June 4, 2021.

The Committee fully discussed the allegations as referenced in the June 4, 2021, Amended Notice of Informal Conference with Ms. Heustis.

CLOSED SESSION: Upon a motion by Blair Nelsen and duly seconded by Louis Jones, 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 Christina Ann Heustis, Funeral Service Intern Extension Applicant. Additionally, he moved that Ms. Palmatier and Ms. Pearson attend the closed meeting because their

presence in the closed meeting was deemed necessary and would aid the Committee in its discussions.

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.

DECISION:


Upon a motion by Blair Nelsen and duly seconded by Louis Jones, the Committee voted to deny the Internship Extension Request. The motion carried.

ADJOURNMENT:

The Committee adjourned at 10:06 a.m.



Louis Jones, FSL Chair



Corie Tillman Wolf, JD, Executive Director

7/13/21

Date

7/13/21

Date



An audio recording of this meeting can be accessed at:

<https://www.dhp.virginia.gov/funeral/>

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June 22, 2021

**Department of Health Professions
Perimeter Center
9960 Mayland Drive
Henrico, Virginia 23233**

CALL TO ORDER: A Special Conference Committee of the Board was called to order at 10:35 a.m.

MEMBERS PRESENT: Louis Jones, FSL, Chair (Virtual)
Blair Nelsen, FSL (Virtual)

DHP STAFF PRESENT: Kelley Palmatier, Deputy Director (Virtual)
Angela Pearson, Senior Discipline Manager (In-Person)
Claire Foley, Administrative Proceedings Division (Virtual)

MATTER: Jeffrey Allen Williams, FSL
License No.: 0502-900125
Case Numbers: 201234, 201894 & 205057

DISCUSSION: Jeffrey Allen Williams did not appear before the Committee in accordance with the Board's Amended Notice of Informal Conference dated June 4, 2021 and he was not represented by counsel.

The Committee Chair concluded that adequate notice was provided to Jeffrey Allen Williams, FSL and the informal conference proceeded in his absence.

The Committee fully discussed the allegations as referenced in the June 4, 2021, Amended Notice of Informal Conference.

CLOSED SESSION: Upon a motion by Blair Nelsen and duly seconded by Louis Jones, 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 Jeffrey Allen Williams, FSL

Additionally, he moved that Ms. Palmatier and Ms. Pearson attend the closed meeting because their presence in the closed meeting was deemed necessary and would aid the Committee in its discussions.

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.

DECISION:

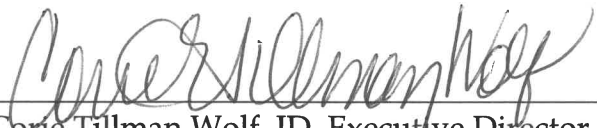
Upon a motion by Blair Nelsen and duly seconded by Louis Jones, the Committee voted to refer this matter to a Formal Administrative Hearing. The motion carried.

ADJOURNMENT:

The Committee adjourned at 10:49 a.m.



Louis Jones, ESL Chair



Corie Tillman Wolf, JD, Executive Director

7/13/21

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June 22, 2021

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

CALL TO ORDER: A Special Conference Committee of the Board was called to order at 1:16 p.m.

MEMBERS PRESENT: Louis Jones, FSL, Chair (Virtual)
Muhammad Hanif, Citizen Member (Virtual)

DHP STAFF PRESENT: Kelley Palmatier, Deputy Director (Virtual)
Angela Pearson, Senior Discipline Manager (In-Person)
Claire Foley, Administrative Proceedings Division (Virtual)

OTHERS PRESENT: Marcella Luna, DHP Investigator Supervisor, (Virtual)

MATTER: **Christopher Cornelius Carter, Sr.,
Funeral Director Applicant
Case Number: 211690**

DISCUSSION: Mr. Carter was represented by counsel, Verbena M. Askew, Esquire and both appeared virtually before the Committee in accordance with the Board's Notice of Informal Conference dated June 4, 2021.

The Committee fully discussed the allegations as referenced in the June 4, 2021, Notice of Informal Conference.

CLOSED SESSION: Upon a motion by Muhammad Hanif and duly seconded by Louis Jones, 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 Christopher Cornelius Carter, Sr., Funeral Director

Applicant. Additionally, he moved that Ms. Palmatier and Ms. Pearson attend the closed meeting because their presence in the closed meeting was deemed necessary and would aid the Committee in its discussions.

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.

DECISION:

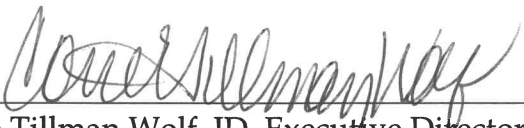
Upon a motion by Muhammad Hanif and duly seconded by Louis Jones, the Committee voted to deny the Funeral Director Application. The motion carried.

ADJOURNMENT:

The Committee adjourned at 2:09 p.m.



Louis Jones, FSL Chair



Corie Tillman Wolf, JD, Executive Director

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