

**APPROVED**  
**VIRGINIA BOARD OF FUNERAL DIRECTORS AND EMBALMERS**  
**FORMAL HEARING**  
**JANUARY 18, 2011**

The Virginia Board of Funeral Directors and Embalmers convened on January 18, 2011, at the Department of Health Professions, 9960 Mayland Drive, 2<sup>nd</sup> Floor, Board Room 2, Henrico, Virginia.

**BOARD MEMBERS PRESENT:** Robert B. Burger, Jr., FSP, Vice-President  
Blair Nelsen, FSP, Secretary-Treasurer  
Billie Watson Hughes, FSP  
Randy T. Minter, FSP  
Willard D. Tharp, FSP  
Walter S. Bell, Citizen Member  
Junius H. Williams, Jr., Citizen Member

**DHP STAFF PRESENT:** Lisa R. Hahn, Executive Director  
Lynne Helmick, Executive Deputy Director  
Missy Currier, Board Operations Manager  
Cynthia Gaines, Adjudication Specialist  
Kathy Truesdale, Discipline Operations Manager  
Marta Ishmael, Senior Investigator

**MEMBERS FROM THE OFFICE OF THE ATTORNEY GENERAL PRESENT:** Amy Marschean, Senior Assistant Attorney General, Board Counsel  
Corie E. Tillman-Wolf, Assistant Attorney General

**OTHERS PRESENT:** Elizabeth Boggan, Office Administrator, Lewis Funeral Home  
Shaye Nelson, Manager of Record, Lewis Funeral Home  
Cordell Credit, Funeral Assistant, Lewis Funeral Home  
Barry Hanna, Funeral Assistant, Lewis Funeral Home  
Jessie Parker, Funeral Assistant, Lewis Funeral Home

**COURT REPORTER:** Lynn R. Taylor, Farnsworth & Taylor Reporting, LLC

**CALL TO ORDER** The Formal Administrative Hearing of the Board was called to order at 4:05 p.m.

**ESTABLISHMENT OF A QUORUM:** With seven (7) members of the Board present, a quorum was established.

**MATTER SCHEDULED:** Norman Northern, FSP  
License Number: 0502-900167  
Case Number: 130896

**DISCUSSION:**

Mr. Northern appeared before the Board in accordance with the Notice and Statement of Particulars dated October 18, 2010. Mr. Northern was not represented by counsel and agreed to proceed with the Formal Administrative Hearing.

The Board received evidence and sworn testimony regarding the matters as set forth in the Statement of Particulars.

**CLOSED SESSION:**

Upon a motion by Mr. Nelsen, and duly seconded by Ms. Hughes, the Board 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 Mr. Northern. Additionally, Mr. Nelsen moved that Ms. Hahn, Ms. Helmick, Ms. Marschean, and Ms. Currier attend the closed meeting because their presence in the closed meeting was deemed necessary and would aid the Board in its deliberations.

**OPEN SESSION:**

Having certified that the matters discussed in the preceding closed session met the requirements of 2.2-3712 of the *Code of Virginia*, the Board re-convened open session at 7:10 p.m. and announced its decision. The Chair noted that the time was 7:10 p.m. and the respondent, Mr. Northern had left the premises and was not present to hear the sanctions.

**ACTION:**

Upon a motion by Mr. Tharp, and duly seconded by Mr. Williams, the Board voted to REVOKE the funeral service provider license of Mr. Northern. The motion was carried.

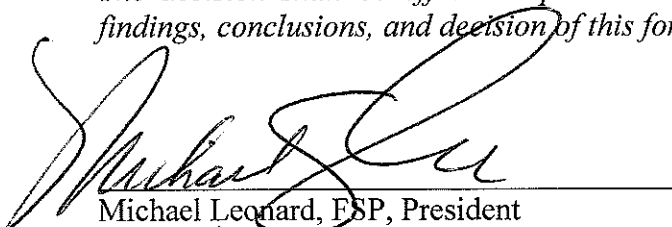
**VOTE:**

The vote was unanimous, with seven (7) yes votes.


**ADJOURNMENT:**

The Board adjourned at 7:14 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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Michael Leonard, FSP, President

4/12/11  
Date

  
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Lisa R. Hahn, Executive Director

4/12/11  
Date