

**APPROVED**

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

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Tuesday, October 18, 2011

Department of Health Professions  
Perimeter Center  
9960 Mayland Drive, Suite #300  
Henrico, Virginia 23233

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**CALL TO ORDER:** A Special Conference Committee of the Board was called to order at 5:16 p.m.

**MEMBERS PRESENT:** Bob Burger, FSP, Chair  
Junius William, Citizen Member

**DHP STAFF PRESENT:** Lynne Helmick, Deputy Executive Director  
Kathy Truesdale, Discipline Operations Manager  
Tammie Jones, APD

**MATTER:** **Miriam R. AbdRahmaan, FSP Applicant**  
**License No.: PENDING**  
**Case No.: 140329**

**DISCUSSION:** Ms. AbdRahmaan appeared before the Committee in person in accordance with a Notice of the Board dated September 30, 2011. Ms. AbdRahmaan was not represented by counsel.

The Committee fully discussed the regulations and statutes applicable for licensure as stated in the Notice with Ms. AbdRahmaan.

**CLOSED SESSION:** Upon a motion by Mr. Williams, and duly seconded by Mr. Burger, 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 Miriam AbdRahmaan, FSP Applicant. Additionally, he moved that Ms. Helmick, Ms. Truesdale and Ms. Jones attend the closed meeting because their presence in the closed meeting was deemed necessary and would aid the Committee in its discussions.

The Committee entered into closed session at 5:38 p.m.

**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 at 5:53 p.m.

**DECISION:**

Upon a motion by Mr. Williams, and duly seconded by Mr. Burger, the Committee made certain Findings of Fact and voted to approve Ms. AbdRahmaan's application for licensure.

**VOTE:**

The vote was unanimous.

**ADJOURNMENT:**

The Committee adjourned at 5:57 p.m.

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Bob Burger, FSP, Chair

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Lisa R. Hahn, Executive Director

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Date

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Date

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