

APPROVED

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

Wednesday, April 24, 2013

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

- CALL TO ORDER:** A Special Conference Committee of the Board was called to order at 1:09 p.m.
- MEMBERS PRESENT:** Randy Minter, FSP, Chair
Christopher Vincent, FSP
- DHP STAFF PRESENT:** Lynne Helmick, Deputy Executive Director
Kathy Petersen, Discipline Operations Manager
Peter Opper, Adjudication Specialist, APD
- MATTER:** Altmeyer Funeral Home
License # 0501-000670
Case # 146782
- OTHERS PRESENT:** Chris Sisler, FSP, Vice President
- DISCUSSION:** Mr. Sisler appeared before the Committee in accordance with the Amended Notice of the Board dated March 20, 2013. Mr. Sisler was present and was represented by Jeffrey Marks, Esq.
- The Committee fully discussed the allegations as referenced in the March 20, 2013, Notice.
- CLOSED SESSION:** Upon a motion by Mr. Vincent, and duly seconded by Mr. Minter, 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 Altmeyer Funeral Home. Additionally, he moved that Ms. Helmick, Ms. Petersen and Mr. Opper 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 2:00 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 2:33 p.m.

DECISION:

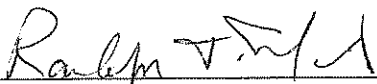
Mr. Vincent moved to issue a Reprimand and a monetary penalty of \$2,000.

VOTE:

The motion was seconded by Mr. Minter, and carried.

ADJOURNMENT:

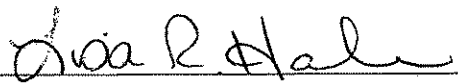
The Committee adjourned at 2:35 p.m.



Randy Minter, FSP, Chair

7/16/13

Date



Lisa R. Hahn, Executive Director

7/16/13

Date

