

UNAPPROVED

BOARD OF FUNERAL DIRECTORS AND EMBALMERS
MINUTES OF SPECIAL CONFERENCE COMMITTEE MEETING

Wednesday, July 25, 2006

Department of Health Professions
6603 West Broad Street, 5th Floor
Conference Room #1
Richmond, Virginia 23230-1712

CALL TO ORDER:

A meeting of the Special Conference Committee of the Virginia Board of Funeral Directors and Embalmers was called to order at 9:00 a.m.

PRESIDING:

W. D. Tharp, F.S.L., Chair

MEMBERS PRESENT:

Randolph Minter, F.S.L.

STAFF PRESENT:

Elizabeth Young, Executive Director
Jeanette Meade, Administrative Assistant
Gayle E. Miller, Senior Adjudication Analyst

QUORUM:

With two members present, a quorum was established.

OTHERS PRESENT:

Stacy Lee, Administrative Assistant Intern
Loretta Hopson-Bush, Compliance Case Manager

**Kelly Ratcliff, F.S.L.
Applicant #90746**

The hearing in the matter of Kelly Ratcliff, F.S.L. was held to discuss and consider the allegations that you may have violated certain laws and regulations governing the practice of funeral service in the Commonwealth of Virginia.

Closed Meeting:

The Committee voted 2-0 in favor of the motion to enter a closed meeting at 9:33 a.m., pursuant to §2.2-3711(A)(28) of the Code of Virginia to deliberate in the matter Mr. Ratcliff.

Reconvene:

On a properly seconded motion by Mr. Minter, the Committee voted 2-in favor of the motion, that only public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Committee.

The Committee reconvened in open session at 9:54 a.m., pursuant to §2.2-3712(D) of the Code.

The Committee recommended that Mr. Ratcliff, F.S.L. be reprimanded for his actions.

As provided by law, this decision shall become a Final Order thirty days after the service of such order unless a written request to the Board for a formal hearing is received from Mr. Ratcliff within such time. If service of the Order is made by mail, three additional days shall be added to that period. Upon such time request for a formal hearing, the decision of this conference shall be vacated.

**Noel Nero, R.T.
#101760**

The hearing in the matter of Noel Nero, R.T. was held to discuss and consider your Resident Trainee application for licensing to practice funeral service in the Commonwealth of Virginia and address the violation that was indicated on your application.

Closed Meeting:

The Committee voted 2-0 in favor of the motion to enter a closed meeting at 10:35 a.m., pursuant to §2.2-3711(A)(28) of the Code of Virginia to deliberate in the matter of Mr. Nero.

Reconvene:

On a properly seconded motion by Mr. Minter, the Committee voted 2-in favor of the motion, that only public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Committee.

The Committee reconvened in open session at 10:55 a.m., pursuant to §2.2-3712(D) of the Code. The Committee recommended that Noel Nero, R.T. be granted a license for the resident trainee program and placed on probation subject to the terms and conditions as outlined in the order.

As provided by law, this decision shall become a Final Order thirty days after the service of such order unless a written request to the Board for a formal hearing is received from Mr. Noel Nero within such time. If service of the Order is made by mail, three additional days shall be added to that period. Upon such time request for a formal hearing, the decision of this conference shall be vacated.

Board of Funeral Directors and Embalmers
Special Conference Committee
July 25, 2006
Page 3

ADJOURNMENT

With all business concluded, the Committee adjourned at 11:05 a.m.

W. D. Tharp, F.S.L., Chair

Elizabeth Young, Executive Director

Date

Date