

**APPROVED**  
**VIRGINIA BOARD OF FUNERAL DIRECTORS AND EMBALMERS**  
**FORMAL HEARING**  
**MARCH 24, 2009**

The Virginia Board of Funeral Directors and Embalmers convened on March 24, 2009 at the Department of Health Professions, 9960 Mayland Drive, 2<sup>nd</sup> Floor, Board Room 2, Fairfax, Virginia.

**BOARD MEMBERS PRESENT:** Willard D. Tharp, FSP, President  
Randy T. Minter, FSP, Vice-President  
Michael J. Leonard, FSP, Secretary-Treasurer  
Robert B. Burger, Jr., FSP  
Billie Watson Hughes, FSP  
Blair Nelsen, FSP

**STAFF PRESENT:** Lisa R. Hahn, Executive Director  
Amy Marschean, Senior Assistant Attorney General, Board Counsel  
Rashaun K. Minor, Discipline Operations Manager  
Kathy Truesdale, Compliance Case Manager  
Missy Currier, Administrative Assistant

**PARTIES ON BEHALF OF THE COMMONWEALTH:** Peter Opper, Adjudication Specialist

**OTHERS PRESENT:** Paulette B. Strawbridge, FSP (*on behalf of Mr. Bullock*)  
Connie B. Steele, FSP (*on behalf of Mr. Bullock*)  
Dwight O. Steele, FSP (*on behalf of Mr. Bullock*)

**COURT REPORTER:** Lyn Aligood, Capitol Reporting, recorded the hearing.

**CALL TO ORDER** A panel of the Board was called at 8:30 a.m.

**ESTABLISHMENT OF A QUORUM:** With six (6) members of the Board present, a quorum was established.

**MATTER SCHEDULED:** **Keith Jay Bullock, FSP License Number: 0502 900338**  
**Case Number: 124517**

**PRELIMINARY MATTERS:** Mr. Opper presented a copy of a document from the United States District Court for the Eastern District of Virginia stating the terms of sentencing for Mr. Bullock. The two sided document was copied into a one sided document. The complete copy was inserted into the funeral administration packets, both the Board and Mr. Bullock's.