

APPROVED
VIRGINIA BOARD OF FUNERAL DIRECTORS AND EMBALMERS
SPECIAL CONFERENCE COMMITTEE

The Special Conference Committee of the Virginia Board of Funeral Directors and Embalmers convened on January 18, 2011, at the Department of Health Professions, 9960 Mayland Drive, 2nd Floor, Henrico, Virginia.

MEMBERS Mike Leonard, FSP, Chair
PRESENT: Barry Murphy, FSP, Board Member

DHP STAFF Kathy Truesdale, Discipline Operations Manager
PRESENT: Jim Banning, Director, Administrative Proceedings Division

CONFERENCE Jeffrey L. Dodson, FSP
SCHEDULED: License Number: 0502-860053
Case Number: 134474

CALL TO ORDER: Mr. Leonard called the conference to order at 4:13 p.m.

DISCUSSION: Mr. Dodson appeared before the Committee in person in accordance with the notice of the Board dated December 10, 2010. Mr. Dodson was not represented by counsel.

The Committee reviewed the allegations in the Notice of Informal Conference with Mr. Dodson, in that he may have violated the laws and/or regulations governing the practice of funeral directors and embalmers.

CLOSED SESSION: Mr. Murphy moved that the Special Conference Committee of the Board of Funeral Directors and Embalmers convene a closed meeting pursuant to Section §2.2-3711(A)(27) of the *Code of Virginia* for the purpose of deliberation to reach a decision in the matter of Jeffrey L. Dodson, FSP. Additionally, Mr. Murphy moved that Ms. Truesdale and Mr. Banning attend the closed meeting because their presence in the closed meeting was deemed necessary and would aid the Committee in its deliberations. The motion was seconded and carried unanimously. The committee went into closed session at 4:50 p.m.

OPEN SESSION: The Committee reconvened in open session at 5:14 p.m.

Mr. Murphy moved that the Special Conference Committee of the Board of Funeral Directors and Embalmers certify that it heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was

convened. The motion was seconded and carried unanimously.

ACTION:

Mr. Leonard moved to have Mr. Banning read the Findings of Fact and Conclusions of Law adopted by the Committee and the decision of the Committee.

Mr. Dodson shall be placed on INDEFINITE PROBATION upon entry date of the Board Order.

Mr. Dodson shall provide the Board with verification that he has completed six (6) hours of continuing education focused upon Virginia Law and Regulations within twelve (12) months of the entry date of the Board Order.

Mr. Dodson shall take and successfully pass the State examination for funeral service providers within twelve (12) months of the entry date of the Board Order.

Upon completion of the terms and conditions of his probation, Mr. Dodson may petition the Board for termination of his probation.

The motion was seconded and carried unanimously.

ADJOURNMENT:

The Committee adjourned this case at 5:17 p.m.



Mike Leonard, FSP, Chair

4/12/11
Date



Lisa R. Hahn, Executive Director

4/12/11
Date