

VIRGINIA BOARD OF FUNERAL DIRECTORS AND EMBALMERS

6603 West Broad Street
Richmond, Virginia
5th Floor Conference Room 1

AGENDA

September 9, 2003

9:00 a.m.

CALL TO ORDER

INTRODUCTION OF NEW BOARD MEMBERS

ORDERING OF AGENDA

ACCEPTANCE OF MINUTES

Special Conference Committee of May 1, 2003- pgs. 1-3

Board Meeting of June 4, 2003- pgs. 4=8

PUBLIC COMMENT PERIOD

NEW BUSINESS

DHP Mini-Orientation

- Travel Regulations: Deb Pearson, Finance- pgs. 9-14
- Confidential Consent Agreements: Gail Jaspen,
Chief Deputy Director- pgs. 15
- Administrative Process Act: Jim Banning, Director of APD;
Tammie Hall and Gayle Miller, Senior Adjudication Analysts
pgs. 16-43

Cemetery Board

- Minutes of May 21, 2003 meeting- pgs. 44-53
- Possible joint meeting?

Draft Newsletter – pgs. 54-59

DHP Proposed Legislation for 2004 Virginia General Assembly

- pgs. 60-65

OLD BUSINESS

Continuing Education Committee

Legislative/Regulatory Committee

- Update on final general regulations
- 2004 Legislative Proposal- pgs. 66-68

**Report of the Initial and Renewal Applications of Waiver
Of Full-Time Manager Requirements- pgs. 69-70**

Executive Director's Report

Licensee Statistics- pgs. 71-72
Disciplinary Statistics – 89 cases
Budget- pg. 73-82
Board Calendar – pgs. 83-85

FORMAL HEARINGS (mailed under a separate cover)

September 9, 2003

1:00 p.m.

Russell Harman, FSL

3:00 p.m.

Richard Pearson, FSL

September 10, 2003

10:00 a.m.

Abraham Applewhite and Son's Funeral Home
and Robin Harrison