

**APPROVED**

**VIRGINIA BOARD OF FUNERAL DIRECTORS AND EMBALMERS**

**Adhoc Committee Meeting Minutes  
Virtual Funeral Homes**

The Adhoc Committee of the Virginia Board of Funeral Directors and Embalmers convened for a meeting on Monday, July 15, 2013 at the Department of Health Professions, Perimeter Center, 9960 Mayland Drive, 2<sup>nd</sup> Floor, Board Room #4, Henrico, Virginia.

**COMMITTEE MEMBERS PRESENT**

Christopher P. Vincent, FSL, Committee Chair  
Blair Nelsen, FSL, Board President  
Eric Wray, FSL

**BOARD MEMBERS PRESENT**

Junius H. Williams, Citizen Member  
Robert B. Burger, FSL  
Michael J. Leonard, FSL  
Randolph T. Minter, FSL  
Robert "Bob" Oman, FSL  
Walter S. Ball, Citizen Member

**DHP STAFF PRESENT**

Lisa R. Hahn, Executive Director  
Lynne Helmick, Deputy Executive Director  
Missy Currier, Board Operations Manager

**GUESTS PRESENT**

None

**CALL TO ORDER**

Mr. Vincent called the Adhoc Committee meeting of the Virginia Board of Funeral Directors and Embalmers to order at 11:45 a.m.

**DISCUSSION**

The Board discussed looking into "Virtual Funeral Homes" and how it may affect Funeral Service Licensees.

After much discussion, the committee agreed that it was important to get the message out to Funeral Licensees' about the care they should take when dealing with out of state organizations.

Ms. Hahn suggested that the Adhoc Committee work on developing a Guidance Document to address that Funeral Service Licensees should ensure they are making arrangements with a

licensed out of state funeral service establishment and address the problems that may arise if they are dealing with an unlicensed organization and how the Virginia Funeral Service Licensee may be accountable if a situation should arise.

**ADJOURNMENT:**

With no further business before the Board, the meeting adjourned at 12:20 p.m.

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Christopher P. Vincent, Chair

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Lisa R. Hahn, Executive Director

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Date

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Date