

**Georgia State Board of Cemeterians**

**Board Meeting – June 28, 2016**

**Via Teleconference**

Professional Licensing Boards Division of the Secretary of State  
237 Coliseum Drive, Macon, Georgia 31217

**Members Present:**

- Clift Dempsey, President
- Tim Smith
- William (Micky) Couey
- Mike Lawrence
- Emory Lamar
- Richard Parker

**Members Absent:**

- Daniel (Dan) Greene

**Staff Present:**

- La Trenda Tyler-Jones, Executive Director
- Sandy Barboza, Board Support Specialist
- Carla Murray, Licensing Analyst

**Others Present:**

- Sonya Williams, Legal
- Forrest Pearce, Assistant Attorney General
- Josh Waters, Asst. Div. Director & Legal Counsel
- Jeff Stump, Assistant Attorney General

**Note: Visitors are excused during Executive Session unless scheduled for a personal appearance.**

**OPEN SESSION:**

Clift Dempsey, President, noted a quorum was present, called the meeting to order at 10:06 a.m., and declared the meeting to be “open” pursuant to the Open and Public Meeting Act, O.C.G.A. §§50-14-1 et seq.

**Agenda:**

The Board reviewed the Agenda for the June 28, 2016 meeting. Richard Parker motioned, Mike Lawrence seconded, and the Board voted unanimously to approve the agenda.

Sonya Williams addressed the Board regarding Open Records Requests policies (590-3-1.07). After a brief discussion it was agreed that Ms. Williams will draft a policy for Board review at the next meeting.

**Minutes:**

Mickey Couey motioned, Richard Parker seconded, and the Board voted unanimously to approve Open Session Meeting minutes of the April 19, 2016 meeting.

Mickey Couey motioned, Richard Parker seconded, and the Board voted unanimously to approve Executive Session Meeting minutes of the April 19, 2016 meeting.

**Licenses Issued Report:**

The Board reviewed the following Report of Licenses Issued: 04-16-16 thru 06-27-2016 (Total – 14)

License No	Licensee
PA003683	James Harold Dukes
PA003684	Kimberly R Waters
PA003685	Travis Lauther Fletcher
PA003686	Candi Prater Hutto
PA003687	Jerry Dale Prater
PA003688	James David Taft

License No	Licensee
PA003689	Toney Eugene Loftin
PA003699	Joane Kain
PA003700	Miranda Joy Baker
PA003701	Kasey Philip Thomas Martin
PA003702	Makeda N Martin
PA003703	Francisco Manuel Urrea

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License No	Licensee
PA003704	Sergio E Montes

License No	Licensee
PA003705	Jon Daniel Caron

Richard Parker motioned, Mike Lawrence seconded, and the Board voted unanimously to ratify the licenses issued as presented on the report.

**Complaints:**

- ENCE-0112 - Following a motion by Tim Smith and a second by Richard Parker, the Board voted unanimously to close pending confirmation of resolution, Investigator to obtain a statement from complainant.
- ENCE-0118 - Following a motion by Tim Smith and a second by Micky Couey, the Board voted unanimously to close pending confirmation of resolution; Investigator to obtain a statement from complainant.
- ENCE-0121 - Following a motion by Micky Couey and a second by Richard Parker, the Board voted unanimously to close pending confirmation of resolution; Investigator to obtain a statement from complainant.
- ENCE-0128 - Following a motion by Richard Parker and a second by Micky Couey, the Board voted unanimously to table; no authority over trust fund issues. Refer to the Secretary of State.
- ENCE-0129 - Following a motion by Richard Parker and a second by Micky Couey, the Board voted unanimously to table. Refer to Investigations to obtain statement from grounds superintendent, probe for a vault, and obtain funeral home file.
- ENCE-0130 - Following a motion by Richard Parker and a second by Micky Couey, the Board voted unanimously to table. Refer to Inspections for photos of property.
- ENCE-0131 - Following a motion by Tim Smith and a second by Richard Parker, the Board voted unanimously to table. Refer to Inspections for photos of property.
- ENCE-0132 - Following a motion by Richard Parker and a second by Mike Lawrence, the Board voted unanimously to table. Refer to Inspections for photos of property.
- ENCE-0133 - Following a motion by Richard Parker and a second by Mike Lawrence, the Board voted unanimously to table. Refer to Inspections for photos of property.
- ENCE-0134 - Following a motion by Richard Parker and a second by Mike Lawrence, the Board voted unanimously to table. Refer to Inspections for photos of property.
- ENCE-0135 - Following a motion by Richard Parker and a second by Mike Lawrence, the Board voted unanimously to table. Refer to Inspections for photos of property.
- ENCE-0136 - Following a motion by Tim Smith and a second by Richard Parker, the Board voted unanimously to table. Refer to Investigations to obtain a copy emergency burial certificate, all documents pertaining to the burial, and statements from the cemetery and complainant.
- ENCE-0137 - Following a motion by Micky Couey and a second by Mike Lawrence, the Board voted unanimously to table. Refer to Inspections for photos of property and report findings.

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**Policy:** Following a motion by Richard Parker, a second by Micky Couey, and a unanimous vote by the Board the following policy was established:

The Board agreed to give administrative authority to the staff for complaints regarding just upkeep / maintenance issues, to refer to Inspections prior to bringing the matter before the Board, with a clear and specific directive to gather evidence only. No fines are to be issued without Board approval.

Note: Jeff Stump advised Board members he does not recommend the Board members take it upon themselves to conduct “investigative visits” to cemeteries that have upkeep / maintenance complaints, as this is the responsibility of the Secretary of State Inspectors and Investigators.

**EXECUTIVE SESSION:**

Mickey Couey motioned, Emory Lamar seconded, and the Board voted unanimously to enter in Executive Session at 10:52 a.m. in accordance with O.C.G.A. §§ 43-1-19(h) and 43-8B, to receive information and deliberate on an application and hear the Attorney General’s report.

**Application:**

Application # 2623910 – J.A.S. – proposed to deny for non-disclosure of information on application.

**Attorney General’s Report:**

Discussed Georgia Cemetery and Funeral Services Act of 2000 (the “Act”), O.C.G.A. § 10-14-1 through 10-14-30. Recommendation made for Board members to forward suggestions to La Trenda Tyler-Jones by July 15<sup>th</sup>, Tim Smith will assist in drafting a letter to cemeteries by the end of July.

At the conclusion of the Executive Session, the President declared the meeting to be “open” pursuant to the Open and Public Meeting Act, O.C.G.A. §§ 50-14-1 et seq. No votes were taken during Executive Session.

Richard Parker motioned, Mike Lawrence seconded, and the Board voted unanimously to ratify the transfer of Appling Memorial Gardens Inc. – PC000696.

The next meeting of the Georgia Board of Cemeterians will be held Tuesday, August 23, 2016 at 10:00 a.m. via teleconference at 237 Coliseum Drive, Macon, Georgia.

There being no further business, the President declared the meeting adjourned at 11:45 a.m.

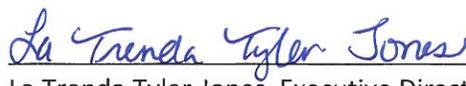
Minutes recorded by: Sandy Barboza, Board Support Specialist

Minutes reviewed and edited by: La Trenda Tyler-Jones, Executive Director

Minutes approved on: August 23, 2016



Clift Dempsey, President  
With express permission by  
LaTrenda Tyler-Jones, Executive Director



La Trenda Tyler-Jones, Executive Director

STATE OF GEORGIA

COUNTY OF BIBB

AFFIDAVIT SUPPORTING CLOSING OF PUBLIC MEETING

The Georgia Open Meetings Act, O.C.G.A 50-14-1 et seq., requires that all meetings of an entity covered by the statute must be open to the public unless there is some specific statutory exception which permits the closing of the meeting. If such a meeting is to be closed, the law requires that the presiding person execute a sworn affidavit stating that the subject matter of the meeting or the closed portion thereof was devoted to matters within the statutory exceptions and identifying those specified exemptions relied upon. O.C.G. A. 50-14-4(b). A copy of this affidavit must be filed with the minutes of the meetings in question.

Comes Clift Dempsey, the Chairman identified below and, before an official duly authorized to administer oaths, makes this affidavit in satisfaction of the statutory requirements outlined above.

1. I am the presiding officer of the Georgia State Board of Cemeterians.
2. I am over the age of 18 and in other aspects competent to make this sworn statement. I acknowledge that I am giving this statement under oath and subject to penalty of perjury and that I have read the contents of this affidavit prior to signing it.
3. On June 28, 2016 this entity, which is subject to the Open Meetings Act, met. A majority of the quorum of members present voted to close the meeting or a portion hereof of the following indicated reason(s). I hereby certify that that during the closed portion of the meeting, only those subjects indicated below were discussed. I also certify that I have reviewed the exceptions provided under the Open Meetings Act that may permit the closing of a meeting and that, to the best of my knowledge, the reasons I have described in detail below meet the requirements for closing this public meeting.
4. The legal authority for closure of this meeting was: O.C.G.A. 43-1-2(k).
5. The subjects discussed and the underlying facts supporting the closing of this meeting are as follows:

Applications and other personal information submitted by the applicants; information, Favorable or unfavorable, submitted by a reference source concerning an applicant; and Deliberations of the Board with respect to an application, an examination, a complaint, an Investigation, or a disciplinary proceeding.

FURTHER THE AFFIANT SAYETH NOT.

*Clift Dempsey*  
PRESIDING OFFICER

with express permission by  
LaTrenda Tyler-Jones, Executive Director

Sworn to and subscribed before me this 28<sup>th</sup>  
Day of June 2016  
*Genevilyn Marie Patmon*  
Notary Public  
My Commission Expires: \_\_\_\_\_

