

Georgia State Board of Funeral Service  
Minutes  
September 9, 2003

Minutes Approved at October 14, 2003 Meeting

**Public Rule Hearing:**

The Georgia State Board of Funeral Service held a public hearing at 9:45 a.m. at 237 Coliseum Drive, Macon, Georgia. The purpose of this hearing was to consider adoption of amendments to rule 250-6-.06. No one attended the hearing to voice opinions on the amendments, and the Board received no written objections to the amendments.

The Georgia State Board of Funeral Service held its regular meeting on September 9, 2003 at 237 Coliseum Drive, Macon, Georgia. James Davis, Chairman, called the meeting to order at 10:00 a.m.

Members present were: James Davis, Chairman, James Neal, Board Member, Michael Fowler, Board Member, H. E. Shelton, Vice-Chair, and Arlie McNeill, Cognizant Member.

Others present were: Steve Lindsey, Executive Director, Robert Renjel, Board Attorney, Howard Fields, Inspector, John Massey, Inspector, Connie Jones, Application Specialist, and Jo Ann Lyde, Board Secretary.

Mr. McNeill moved to accept the minutes of the August 12, 2003, meeting and the August 19, 2003 conference call. Mr. Fowler seconded the motion. Motion carried.

Mr. McNeill moved to adopt the Agenda of Today's September 9, 2003 meeting. Mr. Fowler seconded the motion. Motion carried.

Mr. McNeill moved to adopt the amendments to Board rule 250-6-.06. Mr. Neal seconded the motion. Motion carried.

**Appointments:**

Mr. J.B. Blackburn, Jr., attorney, and representatives from Sidney A. Jones Funeral Home, met with the Board concerning an application for reinstatement of their establishment license. The Board advised Mr. Blackburn that the establishment must get a letter from the Health Department stating that all death certificates have been filed to date before the Board will consider the application. No further action was taken.

Mr. Fowler moved to approve Harold Jackson Horne, Jr., as the Funeral Director in Full and Continuous Charge of Horne-Towns Funeral Home in Eastman, Georgia. Mr. McNeill seconded the motion. Motion carried.

Mr. Fowler moved to approve Baxter K. Bedell as the Funeral Director in Full and Continuous Charge of Pope Dickson & Son in Morrow, Georgia. Mr. McNeill seconded the motion. Motion carried.

Mr. McNeill moved to approve Henderson Memorial Chapel as a new funeral establishment in Fitzgerald, Georgia, and Rosa Henderson as the Funeral Director in Full and Continuous Charge. Mr. Fowler seconded the motion. Motion carried.

Mr. Fowler moved to approve Lee's Funeral Home as a new funeral establishment in Decatur, Georgia, and Christopher Paul Martin as the Funeral Director in Full and Continuous Charge. Mr. Neal seconded the motion. Motion carried.

The owners of Mosby-Litman Funeral Home and Litman Funeral Home met with the Board concerning applications for changes of Funeral Director in Full and Continuous Charge. The Board advised that applications for re-instatement of the establishment licenses must be received and approved prior to consideration of the changes in Funeral Directors. No further action was taken.

Mr. Neal moved to approve Memorial Park Crematory as a new crematory in an existing location in Gainesville, Georgia. Mr. Fowler seconded the motion. Motion carried.

Mr. Fowler moved to approve James A. Neal, Jr., as the Funeral Director in Full and Continuous Charge of McKinney-Neal Mortuary, Inc., in Elberton, Georgia. Mr. McNeill seconded the motion. Motion carried. Mr. James Neal, Sr., recused himself from discussion and abstained from the vote.

Mr. Fowler moved to approve Harper-Worthy Mortuary in Thomaston, Georgia, as a new funeral establishment and Sigrid Raquel Russell as the Funeral Director in Full and Continuous Charge. Mr. Shelton seconded the motion. Motion carried.

Mr. Fowler moved to approve Rainwater Funeral Home in Bowdon, Georgia, as a new funeral establishment and James M. Rainwater as the Funeral Director in Full and Continuous Charge. Mr. Neal seconded the motion. Motion carried.

Mr. Neal moved to approve People's Funeral Home in Abbeville, Georgia, as a new funeral establishment and Emanuel Phillips as the Funeral Director in Full and Continuous Charge. Mr. Fowler seconded the motion. Motion carried.

Mr. Neal moved to approve Walker Funeral Home in Carrollton, Georgia, as a new funeral establishment and Ricky Walker as the Funeral Director in Full and Continuous Charge. Mr. Shelton seconded the motion. Motion carried.

Mr. Fowler moved to approve C. W. Phelps Funeral Home as a new funeral establishment and Roy Clemmons, Jr., as the Funeral Director in Full and Continuous Charge. Mr. Shelton seconded the motion. Motion carried. Mr. Neal recused himself from discussion and abstained from the vote.

#### **Executive Session:**

Mr. Neal moved to enter into Executive Session to deliberate on Attorney General's Report, Applications, and Complaints. Mr. Fowler seconded the motion. Motion was carried by Mr. Shelton, Mr. Davis, and Mr. McNeill.

#### **Open Session:**

Mr. Davis, Chairman, declared the meeting open.

#### **Complaints:**

FUN040013

Mr. Neal moved to send this case to inspections. Mr. Fowler seconded the motion. Motion carried.

FUN040014

Mr. Neal moved to send this case to inspections. Mr. Fowler seconded the motion. Motion carried.

FUN040015

Mr. Neal moved to close this case. Mr. Fowler seconded the motion. Motion carried.

FUN040016 and FUN040017

Mr. Neal moved to send these cases to investigations. Mr. Fowler seconded the motion. Motion carried.

**Investigations:**

FUN030032, FUN 030031, and FUN030030

Mr. Neal moved to send these cases to the Attorney General's Office for cease and desist orders for unlicensed practice. Mr. Fowler seconded the motion. Motion carried.

FUN030082

Mr. Neal moved to send this case to the Attorney General's Office for revocation. Mr. Fowler seconded the motion. Motion carried.

**Inspections:**

FUN030042 and FUN040010

Mr. Neal moved to close these cases. Mr. Fowler seconded the motion. Motion carried.

FUN030083

Mr. Howard Fields, Inspector, reported that this case is still being investigated.

**Attorney General's Report:**

FUN030042

Mr. Neal moved to accept the Voluntary Surrender of Spalding Undertaking Establishment License # FEST000331. Mr. Fowler seconded the motion. Motion carried.

FUN040001

Mr. Fowler moved to accept the consent order on Calvin Reese Davis and close the case. Mr. Neal seconded the motion. Motion carried.

FUN040011

Mr. Fowler moved to accept the consent order on Jack McKinley and close the case. Mr. Neal seconded the motion. Motion carried.

**Applications:**

Mr. Neal moved to accept the applications as presented. Mr. Fowler seconded the motion. Motion carried.

All issued licenses are listed as follows:

**Apprentices**

<b><u>Name</u></b>	<b><u>License #</u></b>
Michael Patrick Richards	FSA004235
Robert Lynn Graham, Jr.	FSA004236
Latoshia Vankeitha Monroe	FSA004237
Dennis LaShayne Stovall	FSA004238
Patches Shane Phillips	FSA004239
Tara Leigh Mills	FSA004240
Wadley S. Rogers, Jr.	FSA004241
Terisa LeConia Edge	FSA004242
Dennis Allen Pope	FSA004243
Rachelle L. Dennis-Smith	FSA004244
Tanya Devonne Johnson	FSA004245

**Embalmer/Funeral Director**

<b><u>Name</u></b>	<b><u>Embalmer License #</u></b>	<b><u>Funeral Director License #</u></b>
Randall Scott Jefferies	EMB004322	FD004732
Chadrick R. Williams	EMB004323	FD004733
Joseph Dexter Jefferies	EMB004324	FD004734
John Odum Hereford	EMB004325	FD004736
Ricky J. Williams		FD004735

**Continuing Education:**

Mr. Fowler moved to approve the following education courses, provided that all fees are paid. Mr. McNeill seconded the motion. Motion carried.

<b><u>Course Provider</u></b>	<b><u>Date</u></b>	<b><u>Name of Course</u></b>	<b><u>CEU</u></b>
MindLeaders.Com Inc.	On-Going	Customer Service: Tools Of the Trade	4
		Customer Service: Defining Service	5
		Customer Service Building A Department	4
		Customer Service: Fixing Problems	4
		Customer Service Communicating	6
		Office 2000- Intro. To PowerPoint	3
		Office 2000- Intro. To Access	3
		Office 2000-Intro. To Outlook	3
		Office 2000-Intro. To Excel	4
		Office 2000- Text & Document – Formats	3
		Office 2000-Editing Text and Printing	4
		Office 2000-Getting Started	4
		Motivation: Building	

		Trust	2
		Motivation: Performance And Training	3
		Motivation: Rewarding And Correcting	2
		Motivation: Communicating	2
		Motivation: Leading with A Vision	2
Independent Funeral Directors of GA	10-21-2003	Round Table Discussion	2
Practicum Strategies	On-Going	Preneed Planning-A Basic Course for the Funeral Profession	6
	On-Going	Computers A-Z for the Funeral Home	6
	On-Going	Introduction to Accounting For the Funeral Director	6
NFDA	10-19-22, 2003	NFDA Annual Convention & Expo	63

**Other Business:**

Mr. Neal moved to approve a 90-day grace period for Hughes & Turner Funeral Home of Crawfordville, Georgia. Mr. Fowler seconded the motion. Motion carried.

Mr. Neal moved that the Board suspend Cody A. Starnes License to practice as a Funeral Director and Embalmer, License # FD04676 and EMB04267 , for failure to repay a student loan, and further moved that this suspension will cease upon receipt by the Joint Secretary of a "Notice of Release" from the Georgia Higher Education Assistance Corporation. Mr. Fowler seconded the motion. Motion carried.

Applicant # 898731 was disapproved by the Board.

Applicant # 894205 – application is pending for additional information.

The Board reviewed a request from Mr. Frank Griffin to meet with the Board. Mr. Griffin will be scheduled to appear at the next board meeting, which is October 14, 2003.

Mr. Fowler stated that he is still compiling information from other states on the use of the embalming room.

**Adjournment:**

There being no further business the meeting was adjourned at 1:40 p.m.