

GEORGIA STATE BOARD OF FUNERAL SERVICE
SEPTEMBER 9, 2008 MINUTES

The Georgia State Board of Funeral Service held its scheduled meeting on September 9, 2008, at the offices of the Professional Licensing Boards Division, 237 Coliseum Drive, Macon, GA. Presiding Officer Draper Watson called the meeting to order at 10:00 a.m.

A quorum was established with the following Board members were present: Draper Watson, Nancy Kennedy, Thelon Hamby, and Terry Davidson.

Also present were Steve Lindsey, Executive Director; JoAnn Lyde, Application Specialist; and Reagan Dean, Assistant Attorney General.

Mr. Hamby moved, Mrs. Kennedy seconded, and the Board voted to approve the minutes of the August 12, 2008 meeting, and the minutes of the August 13, 2008 work session.

Randall Vaughn, Division Director, apprised the Board concerning the reorganization of the Professional Licensing Boards Division. Details will be forthcoming in the next few days. Mr. Vaughn also discussed the complaint process and efforts to achieve more effectiveness in managing complaints.

Mr. Hamby updated the Board on a recent legislative sub-committee meeting held for the purpose of discussing potential funeral service legislation. The Board will conduct another work session in October to finalize efforts to propose legislation.

Mr. Hamby moved to enter into Executive Session to deliberate on applications, complaints, and investigations, as authorized by OCGA §§ 43-1-2 (k) and 43-1-19 (h). Mrs. Kennedy seconded the motion. The motion was carried by Mr. Hamby, Mr. Watson, Mrs. Kennedy, and Mr. Daviston. The Board concluded Executive Session in order to vote on the matters discussed and to continue with the public session.

Mr. Hamby moved, Mr. Daviston seconded, and the Board voted to approve the recommendations made in Executive Session on the following applications:

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|-----------------------|-------------------------------------------------|----------------------------------------------------------------|
| Alexander, Chris Mark | Apprentice Application | Approve |
| Evans, Taquan | Embalmer and Funeral Director by Reciprocity NJ | Approve |
| Gentry, Wallace | Reinstatement of Apprenticeship | Approve |
| Ingram, Jr., Ronnie | Funeral Service Apprentice | Deny, advise applicant to reapply when probation is completed. |
| Medford, Duane Keth | Reinstatement of FD and EMB license | Approve |
| Simmons, Ida Lou | Reinstatement of Emb and FD license | Deny |

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|-----------------------|-------------------------------------------------|------|
| Walker, Sr. Robert L. | Embalmer and Funeral Director by Reciprocity FL | Deny |
| Wilson, Eric | Embalmer and Funeral Director application | Deny |

Mr. Hamby moved, Mrs. Kennedy seconded, and the Board voted to approve the recommendations made in Executive Session on the following complaint:

FUN080115 Refer to Attorney General's Office for revocation

Reagan Dean, Assistant Attorney General, presented a report to the Board of the cases referred to his office.

Mr. Hamby moved, Mrs. Kennedy seconded, and the Board voted to accept a Consent Order for Reinstatement of the Funeral Establishment license for J W Jones Funeral Home in Columbus, GA, License # FEST001651. The Consent Order terms included a \$5000 fine for the funeral establishment, and 48 months probation. The Order also included a \$2500 fine for the Funeral Director in Full & Continuous Charge, John Lee Wright, License # FD003804, along with 48 months probation.

Mr. Hamby moved, Mrs. Kennedy seconded, and the Board voted to enter the Order Extending Time for Review in response to a request for agency review by William G. Johnston III, attorney for Miller Funeral Home in Griffin, GA. The Board voted to extend the time to review until October 17, 2008, and schedule the agency review for October 14, 2008, at 9:00 a.m.

Mr. Hamby moved, Mrs. Kennedy seconded, and the Board voted to approve the recommendations made in Executive Session on the following appointments held with the Board:

The Board approved Toombs McLendon IV as Funeral Director in Full & Continuous Charge of McLendon Memorial Funeral Home in Washington, GA, License # FEST001266.

The Board approved David Brent Jones as Funeral Director in Full & Continuous Charge of Poteet Funeral Home, Inc. South in Augusta, GA, License # FEST000691.

The Board approved the name change of Jennings Oaknoll Funeral Home and Cremation Services in Rome, GA, License # FEST001485, to the new name of McGuire Jennings Miller Oaknoll Chapel Funeral Home and Cremation Services. The Board also approved Anthony Edward McGuire as the Funeral Director in Full & Continuous Charge.

The Board approved the name change of Jennings Funeral Home-Heritage Chapel in Rome, GA, License # FEST000204, to the new name of McGuire Jennings Heritage Chapel Funeral Home. The Board also approved Barry W. Miller as Funeral Director in Full & Continuous Charge.

The Board approved the new establishment of Henry Funeral Home, Inc., in Social Circle, GA, with M. Douglas Henry as Funeral Director in Full & Continuous Charge.

The Board approved Jesse T. Jefferson as Funeral Director in Full & Continuous Charge of Henry Funeral Home, Inc., in Lithonia, GA, License # FEST001182.

The Board approved the name change of Greenlee Funeral Home, Inc. in Gainesville, GA, License # FEST000149, to the new name of Wimberly & Jackson Funeral Home, Inc.

The Board approved the name change of Alexander's Gateway Chapel Funeral Home in Cleveland, GA, License # FEST001492, to the new name of Alexander Funeral Home.

Mr. Daviston moved, Mrs. Kennedy seconded, and the Board approved the recommendations of the Continuing Education Committee on the following Continuing Education courses presented to the Board:

| Program Provider/Sponsor | Course Title | HRS Requested | HRS Approved | DENIED |
|-------------------------------------------------------------------------|------------------------------------------------|---------------|--------------|--------|
| Practicum Strategies - Courses previously approved, but denied in 2008. | The Vanguard of competition | 6 | | X |
| | Grief 101 for Funeral Directors | 4 | | X |
| | Sacred / Sensitive...and Sane | 4 | | X |
| | Investment Management for the Funeral Director | 4 | 4 | |
| | Computers A-Z for the Funeral Home | 4 | 4 | |
| | Power Communications for Funeral Professionals | 4 | 4 | |
| | Marketing 101 for Funeral Directors | 4 | | X |
| | Intermediate Marketing for Funeral Directors | 10 | 10 | |
| Selected Independent Funeral Homes | 2008 SIFH Annual Meeting | 9.5 | 9.5 | |
| National Funeral Directors Association | 2008 Leadership Conference | 10 | 10 | |
| | NFDA Annual Convention | 1-7 | 1.7 | |

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|----------------------------------------|----------------------------------------------------------------------------------|-------------|-------|-------|
| | Leveraging the Future: Practical Survival Steps for the Independent Funeral Home | 1 | 1 | |
| Funeral Review.Com, LLC | Funeral Service Business Plan | 14 | 14 | |
| International Order of the Golden Rule | Funeral Home Management in Today's Changing Environment | 1 | 1 | |
| | OSHA Training: Keeping Your Funeral Home in Compliance | 1 | 1 | |
| | Who is the Best Staff Person for the Job: Salaried vs Hourly | 1 | | X |
| | Technology in Today's Funeral Home | 1 | 1 | |
| | Business Fundamentals Connecting the Dots (Part 1) | 10 | 10 | |
| | Invitational Roundtable II: 6 th Annual Pheasant Hunt | 3 | | X |
| | Dignity University | Back Safety | 1.5 | Table |
| Bloodborne Pathogens | | 1 | Table | |
| Cremation Consumer | | 1.5 | Table | |
| Defensive Driving | | 1.5 | Table | |
| Fire Safety | | 1 | Table | |
| Formaldehyde Monitoring | | 1 | Table | |
| FTC-Funeral Rule | | 2 | Table | |
| Hazard Communication | | 1.5 | Table | |
| Hearing Protection | | 1.25 | Table | |
| Lockout/Tagout | | 1.25 | Table | |
| Office Safety | | 1.5 | Table | |
| Respiratory Protection | | 1 | Table | |
| Module 1 | | 4 | Table | |
| Module 2 | | 4 | Table | |
| Module 3 | | 4 | Table | |
| Module 4 | | 4 | Table | |

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| | Module 5 | 4 | Table | |
| | Module 6 | 4 | Table | |
| | Module 7 | 4 | Table | |
| | MFE | 9 | Table | |
| | Effective Comm. Skills | 1.5 | Table | |
| | Securing Payments on At-Need Fun. Accts | 1 | Table | |
| | Cremation Theory | 2 | Table | |
| | Jewish Funeral Traditions | 1 | Table | |
| | Workplace Harassment | 2 | Table | |
| | Workplace Diversity | 1.5 | Table | |
| | Workplace Discrimination | 1 | Table | |
| | Avoiding Litigation | .5 | Table | |
| | Forklift Safety | 1 | Table | |
| | Trenching & Shoring | 1 | Table | |
| | Complaint Resolution | 1 | Table | |
| Thanos Institute | Grief Counseling for the Funeral Director | 10 | | X |

Mrs. Kennedy moved, Mr. Daviston seconded, and the Board voted to approve the second 90-day grace period for Vance-Brooks Funeral Home in Columbus, GA, License # FEST001588.

Mr. Hamby moved, Mrs. Kennedy seconded, and the Board voted to approve the first 90-day grace period for Memorial Park Funeral Home in Gainesville, GA, License # FEST001296.

Mr. Hamby moved, Mr. Daviston seconded, and the Board voted to approve the Order Accepting Fine Monies and Settling Case on Hurt's Mortuary in Milledgeville, GA, License # FEST000464, and to reinspect after 60 days for compliance. The fine, totaling \$900.00, was assessed for: Failure to have proper ventilation: \$200.00; Failure to have

establishment in clean, sound, safe, and acceptable repair condition: \$200.00; Failure to have all instruments and tables sanitary and clean: \$200.00; Failure to ensure that each casket meets pricing information requirements: \$200.00; Failure to have an operable hearse: \$100.00.

Mrs. Kennedy moved, Mr. Hamby seconded, and the Board voted to approve the Order Accepting Fine Monies and Settling Case on Burnett Funeral Home in Wrens, GA, License # FEST000997. The fine of \$50.00 was assessed for Failure to have all outside ventilation openings screened.

The Board reviewed a letter from Kelly Bennett or RTI Donor Services.

There being no further business, the meeting adjourned at 1:30 p.m.

The minutes were approved at the October 14, 2008 meeting.