

**Georgia Funeral Service
Board Meeting
November 18, 2008**

A meeting of The Georgia State Board of Funeral Service was held on November 18, 2008 at 237 Coliseum Drive, Macon, Georgia David Roach, Chairman, called the meeting to order at 10:00 a.m.

A quorum was established with members present being: David Roach, Chairman; Linda Ware, Vice Chair; Draper Watson; Thelon Hamby; Terry Daviston; Nancy Kennedy; and Lauren McDonald.

Others present were as follows: Steve Lindsey, Executive Director; Melanie Brown, Board Support Specialist; Deborah Beard, Licensing Supervisor; Gwen Patmon, Administrative Assistant; and Reagan Dean, Assistant Attorney General.

Nancy Kennedy moved, Draper Watson seconded, and the Board voted to approve the minutes of the October 14, 2008 meeting and the work session held October 28, 2008.

Attorney General Reagan Dean presented a memorandum discussing a disabled veteran's request for the Board. The Board received the request as information.

Thelon Hamby moved to enter into Executive Session to deliberate on applications, complaints, and investigations, as authorized by O.C.G.A. § 43-1-2 (k) and 43-1-19 (h). Lauren McDonald seconded the motion. The motion was carried by David Roach, Chairman; Linda Ware, Vice Chair; Draper Watson; Thelon Hamby; Terry Daviston; Nancy Kennedy; and Lauren McDonald. The Board concluded Executive Session in order to vote on the matters discussed and to continue with the public session.

Nancy Kennedy moved, Draper Watson seconded, and the Board voted to ratify the following licenses issued since the October 14, 2008 meeting:

<u>License Number</u>	<u>Name</u>	<u>License Type</u>
CREM000077	West Cobb Funeral Home and Crematory, Inc	Crematory
EMB004613	Weeks, Scott Embrey	Embalmer
EMB004615	Caldwell, Michael Wayne	Embalmer
EMB004616	Booker, Samuel Lamar, Jr	Embalmer
EMB004617	Blanchard, Charles Anthony	Embalmer
FD005023	Weeks, Scott Embrey	Funeral Director
FD005025	Caldwell, Michael Wayne	Funeral Director
FD005026	Booker, Samuel Lamar, Jr	Funeral Director
FD005027	Blanchard, Charles Anthony	Funeral Director
FEST001713	Memorial Park North Riverside Chapel	Funeral Establishment
FEST001714	Kennedy-Morgan-Brannen Funeral Home -	Funeral Establishment

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	Cobbtown Chapel	
FEST001715	McNeill Funeral Home	Funeral Establishment
FSA004957	Whitting, Timothy Lamar	Funeral Service Apprentice
FSA004958	Music, Michael Douglas	Funeral Service Apprentice
FSA004959	Davis, Brandi Leigh	Funeral Service Apprentice
FSA004960	Maddox, Johnathon Matthew	Funeral Service Apprentice
FSA004961	Miles, Kevin Lee	Funeral Service Apprentice
FSA004962	Evans, Kevin Miles	Funeral Service Apprentice
FSA004963	Lowe, Cory Steven	Funeral Service Apprentice

Draper Watson moved, Linda Ware seconded, and the Board voted to accept the recommendations made in Executive Session on the following applications. Thelon Hamby recused himself from the discussions and abstained from votes involving SCI firms. :

<u>Applicant Number</u>	<u>Appointment Type</u>	<u>Applicant Name</u>	<u>Recommendation</u>
1167040	FDFCC	H M Patterson & Son Oglethorpe Hill Atlanta, GA Owner: SCI FDFCC: David Young Owens	Approve
1166360	FDFCC	Elliott Sons Funeral Home Augusta, GA Owner: SCI FDFCC: Teelisha Durham Jones	Approve
1162375	FDFCC	Carmichael-Hemperley Funeral Home & Crematory Peachtree City, GA Owner: SCI FDFCC: Bill Stevenson Slaughter	Approve
1163186	FDFCC	Elliott Sons Crematory Martinez, GA Owner: SCI FDFCC: Mark Shane Jones	Approve

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1161913	FD FCC	Craig R. Tremble Funeral Home, Inc. Statesboro, GA Owner: Craig R. Tremble/Yolanda Y. Tremble FD FCC: Craig Renard Tremble	Approve
1164217	FD FCC	Vance-Brooks Funeral Home Columbus, GA Owner: Lesley Vance FD FCC: Jeffrey Howard Proffitt	Approve
1167255	FD FCC	W C M	Table decision on FD FCC & accept request for 90 day grace period
1163190	FD FCC	Angel Heights Funeral Home, Hawkinsville, GA Owner: Lucille Whitehead FD FCC: David D. Towns, II	Approve
1167819	FD FCC	G S F H, Inc	Rescheduled
1165968	Apprentice Application	Samuel Lay	Deny

Draper Watson moved to waive the fine on FUN090043. Terry Daviston seconded the motion. The motion failed with Draper Watson, Terry Daviston, and Nancy Kennedy voting in favor of the motion, and Lauren McDonald, Thelon Hamby, Linda Ware, and David Roach voting against the motion. Assessment of fine stands and billing letter will be sent to Respondent.

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

<u>Complaint Number</u>	<u>Recommendation</u>
FUN090039	Refer to investigations
FUN090035	Refer to enforcement for investigation, subpoena records of cremation from SC FH. Send letter to SC Funeral Board.

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FUN090002	Close, no action, Complaint not substantiated.
FUN090042	Approve request for extension of 30 days to pay inspection fine.
FUN090023	Set up hearing on unpaid inspection fine.

Reagan Dean reported on cases that are in progress from the Attorney General's office.

Lauren McDonald moved, Draper Watson seconded, and the Board voted to accept the recommendations made in Executive Session on the following appointments:

<u>Appointment Type</u>	<u>Name</u>	<u>Decision</u>
Name Change	Moore's Funeral Home & Crematory Milledgeville, GA Owner: FDFCC: William M. Couey	Approve
New Crematory	Baldwin Memorial Crematory	Approve
Appeal Denial	J H	rescheduled
Change of location: 424 College St. Eastman, FEST000026	Hardy-Towns Funeral Home Eastman, GA	Approve
Application for Funeral Establishment filed July 31, 2007	Sellers Bros. Inc. Funeral Directors & Morticians	Deny, expired application
FD & EMB: Reciprocity	J G H	Table for further information
Name Change	Roy Davis Funeral Home, Austell, GA, New Name: Roy Davis Funeral Home & Cremation Center	Deny

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Lauren McDonald moved, Linda Ware seconded, and the Board voted to accept the recommendations made in Executive Session on the following continuing education courses:

Program Provider/Sponsor	Course Title	HRS Approved	Reason For DENIAL
Georgia Funeral Directors Association	Key Issues in Funeral Service for the 2009 General Assembly	2	
	Automatic External Defibrillators (AEDs) in the Funeral Home Environment	2	
Matthews Casket Division	Focus on Your Future	Denied	No course outline
	The Hardwood Casket Construction & MFG Plant Tour	2	
Continental Computer	The Director's Assistant Regional Training	8	
Mckissock 100% Education	Balancing Your Life: Revitalizing Your Funeral Director Career	4	
South Carolina Funeral Directors Association	Arlington National Cemetery Past, Present and Future	1.5	
	The Body Farm	Denied	unrelated
	Post Mortem with Dr. Michael Baden	Denied	unrelated
	Traversing the Minefields Inspections of Third Party Providers	1.5	

Thelon Hamby moved, Terri Daviston seconded, and the Board voted to approve the following requests:

Action	Name	Decision
<u>Board Review</u> Change in ownership	Smith-Steele-Meadows Funeral Home, Inc. Manchester, GA FEST000818 & FEST001271 New Owner – Robin M. McInvale	Approve
<u>Board Review</u> Change in ownership	Little-Davenport Funeral Home Gainesville, GA New Owner – Northeast Georgia Funeral Association, LLC	Approve
<u>Board Review</u>	Peoples Funeral Home	Approve

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90 day Grace Period Request	Augusta, GA FEST000283	
<u>Board Review</u> 90 day Grace Period Request	Gaines Funeral Home Sylvania, GA FEST001661	Approve
<u>Board Review</u> 90 day Grace Period Request	SouthEast Death Care & Cremation Services Savannah, GA FEST001666	Approve
<u>Board Review</u> 90 day Grace Period Request	Woodstock Funeral Home Woodstock, GA FEST001084	Approve

Nancy Kennedy moved, Linda Ware seconded, and the Board voted to accept the proposed meeting dates for the upcoming year. Dates are as follows:

- Tuesday, January 13, 2009
- Tuesday, February 10, 2009
- Tuesday, March 10, 2009
- Tuesday, April 14, 2009
- Tuesday, May 12, 2009
- Tuesday, June 9, 2009
- Tuesday, July 14, 2009
- Tuesday, August 11, 2009
- Wednesday, September 9, 2009
- Wednesday, October 14, 2009
- Tuesday, November 10, 2009
- Tuesday, December 8, 2009

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Lauren McDonald moved, Terry Daviston seconded, and the Board voted to accept the following policy:

- Establish policy for expiration of applications after 6 months. Incomplete applications that are six months old or older will be presented to the board for decision.

RTI Donor Services notified board that they will submit “Best Practices” at the December board meeting for review.

Results of the recent work sessions will be discussed at December 9, 2008 board meeting.

The next meeting of the Board will be December 9, 2008, at 10:00 a.m. at 237 Coliseum Drive, Macon, GA.

There being no further business, the meeting was adjourned at 3:55 p.m.

Minutes were approved at the December 9, 2008 board meeting.