

Georgia State Board of Funeral Service

Board Meeting

January 10, 2012

A meeting of the Georgia State Board of Funeral Service was held on January 10, 2012 at the Professional Licensing Boards office in Macon, GA. Chairman Terry Daviston called the meeting to order at 10:00 a.m.

A quorum was established with members present being: Terry Daviston, Chair; Draper Watson, Vice Chair; David Roach, Nancy Kennedy & Thelon Hamby.

Others present were as follows: Steve Lindsey, Executive Director, Reagan Dean, Assistant Attorney General, via video conference and Kathy Osier, Board Support Specialist.

Executive Session:

Draper Watson 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). Thelon Hamby seconded the motion. The motion was carried by Terry Daviston, Chair; Draper Watson, Vice Chair; David Roach, Nancy Kennedy, and Thelon Hamby. The Board concluded Executive Session in order to vote on the matters discussed and to continue with the public session.

Approval of Minutes:

Thelon Hamby moved, David Roach seconded, and the Board voted to approve the minutes of the December 13, 2011 meeting.

Applications:

Thelon Hamby moved, David Roach seconded, and the Board voted to ratify the licenses that were issued since the December 13, 2011 meeting.

Thelon Hamby moved, Nancy Kennedy seconded, and the Board voted to approve the following requests for appointment as Funeral Director in Full & Continuous Charge:

- 1733818 Holly Hill Funeral Home, Higgins Chapel Fairburn, GA
FDFCC: Justin Grubbs
- 1741508 Thomas C. Poteet, Jr. & Son Funeral Directors Augusta, GA
FDFCC: Stephen Poteet

Thelon Hamby moved, David Roach seconded, and the Board voted to approve an application for reinstatement of licensure by consent agreement, signed by the licensee and accepted by the Board during the meeting, for the following licensee:

- 1739853 S F H

The consent order provides for reinstatement of licensure, a public reprimand, 24 months probation for the establishment, 24 months probation for the Funeral Director in Full and Continuous Charge of the establishment when the license lapsed, a \$1,500.00 fine for the FDFCC and a \$1,500.00 fine for the establishment. The fine is assessed at \$500 per month for five months of unlicensed practice, which is divided between the establishment licenses and the licenses of the respective Funeral Director in Full & Continuous Charge.

Thelon Hamby moved, Draper Watson seconded, and the Board voted to approve an application for reinstatement of licensure by consent agreement, signed by the licensee and accepted by the Board during the meeting, for the following licensee:

- 1739923 C J M A S F H

The consent order provides for reinstatement of licensure, a public reprimand, 24 months probation for the establishment, 24 months probation for the Funeral Director in Full and Continuous Charge of the establishment when the license lapsed, a \$1,500.00 fine for the FDFCC and a \$1,500.00 fine for the establishment. The fine is assessed at \$500 per month for five months of unlicensed practice, which is divided between the establishment licenses and the licenses of the respective Funeral Director in Full & Continuous Charge.

Thelon Hamby moved, Nancy Kennedy seconded, and the Board voted to approve an application for reinstatement of licensure by consent agreement, signed by the licensee and accepted by the Board during the meeting, for the following licensee:

- 1740466 H M

The consent order provides for reinstatement of licensure, a public reprimand, 24 months probation for the establishment, 24 months probation for the Funeral Director in Full and Continuous Charge of the establishment when the license lapsed, a \$1,500.00 fine for the FDFCC and a \$1,500.00 fine for the establishment. The fine is assessed at \$500 per month for five months of unlicensed practice, which is divided between the establishment licenses and the licenses of the respective Funeral Director in Full & Continuous Charge.

Thelon Hamby moved, David Watson seconded, and the Board voted to approve an application for reinstatement of licensure by consent agreement, signed by the licensee and accepted by the Board during the meeting, for the following licensee.

- FUN120030 Refer to Enforcement to determine if hazardous materials are on the back porch of establishment & if conditions cited in previous inspection are cleaned up.
- FUN120068 Refer to Enforcement to show up unannounced at a funeral to determine who is representing the funeral establishment at the funeral.
- FUN120031 Close
- FUN120047 Close
- FUN120067 Refer to Enforcement to determine what happened to the excess insurance proceeds. Inspect funeral establishment to determine if violations cited in previous inspection have been cleared up. Take photos to prove violations.
- FUN100053 Close
- FUN120089 Close

Continuing Education:

Thelon Hamby moved, Nancy Kennedy seconded, the Board voted to accept the committee recommendations on the following continuing education courses:

Program Provider/Sponsor	Course Title	HRS Requested	HRS Approved
Georgia Funeral Service Practitioners Association, Inc. Hope Iglehart P.O. Box 1069 Athens, GA 30601 706-225-5469	Due Diligence for Funeral Home Utilizing Third Party Crematories	2	2
National Funeral Directors Association Kathleen Walczak 13625 Bishop's Drive Brookfield, WI 3005-6607 800-228-6332 kwalczak@nfd.org	30 Days to Social Media Success: Making the Most of Twitter, Blogging, LinkedIn, Facebook	8	8
	151 Quick Ideas to Inspire	8	8

	Your Staff		
	Building Customer Loyalty From the Inside Out	8	8
	Capitalizing on Kindness: Why 21st Century Professionals Need to be Nice	8	8
	Creating Meaningful Funeral Experiences	6	6
	Customer Service in an Instant: 60 Ways to Win Customers And Keep Them Coming Back	8	8
	Ethics in Funeral Service	6	6
	The Five Ways We Grieve	8	8
	Funeral Home Customer Service A-Z	8	8
	Funeral Service Psychology & Counseling	6	6
	Good Words: Memorializing through a Eulogy	8	8
	Great Answers to Difficult Questions about Death: What Children Need to Know	6	6
	Grievers Ask: Answers to Questions about Death & Loss	8	8
	Healing a Child's Grieving Heart	6	6
	Healing a Friend's Grieving Heart	6	6
	Healing the Adult Child's Grieving Heart	6	6
	Making Every Second Count: Time Management Tips and Techniques for More Success with Less Stress	8	8
	On Grief and Grieving	8	8
	Traversing the Minefield, Best Practice: Reducing Risk in Funeral-Cremation Service	10	10
	The Widower's Toolbox	8	8
	You Don't Have to Like It, But You Do Have to Live It: Conversations about Loss, Grief, and the Opportunity to Grow	8	8
	Advanced Cremation Arranging	4	4

	Annual FTC Funeral Rule Staff Update and Training	4	4
	Ethical Thinking in Today's World	2	2
	Formaldehyde: Health Effects, Precautions and Its Future: An Update	2	2
	GPL Funeral Packages-Doing Them Right	2	2
	Hispanic Funerals: Need-to-Know Insights	4	4
	It is Easy Being Green	4	4
	Preneed Ethics in Demanding Times	4	4
	Tips for Marketing a Pet Death Care Business	4	4
	Understanding Personalities: Working & Coping Styles for Effective Business Relationships	2	2
	With the Push to Cremate: 5 Reasons to Encourage Viewing and Ritual	2	2
	The Art of Facial Reconstruction	4	4
	Embalming Difficult Cases: Donor Cases	10	10
	Restorative Arts: An Artist's Perspective	4	4
	Certified Pre-Planning Consultant-Fastrac II (Short Course: 1.5 Day Seminar)	8	8
SCI Tennessee Funeral Services, Inc. Darrin L. Wolfe 7414 Old Lee Highway Chattanooga, TN 37421 423-894-4444 darrinwolfe@comcast.net	How to Create a Working Relationship with Hospice	1	1
	Improving Customer Service	2	2
	Protection in the Preparation Room	1	1
	Religious Funeral Customs	3	3
	Veteran's Burial Benefits	1	1
	Telephone Communications	2	2

Epsilon Nu Delta Mortuary Fraternity Inc. Shun Newbern 31227 Shadow Ridge Drive Menifee, CA 92584 562-607-5281 shunnewbern@aol.com	The Above Average Embalmer	1	1
	Career Advancement in Funeral Service	1	1
	Re-evaluating our Profession & the Future of Embalming	1	1
Cincinnati Equitable Life Insurance Co. David A. Armes 525 Vine Street Cincinnati, OH 45201 770-420-7241 darmes@cineqlife.com	Funeral Service: Adjusting to Changing Consumer Desires	2	2
Insight Institute Glenda Stansbury P. O. Box 42467 Oklahoma City, OK 73123 405-810-9501 glenda@insightbooks.com	Certified Funeral Celebrant Training	17	17
Michael Fowler P. O. Box 5332 Albany, GA 31206 229-344-2253 michaelfowler@bellsouth.net	The Above Average Embalmer	2	2
	Extreme Trauma: A Look Into Restorative Art	2.5	2.5

Other Business:

Thelon Hamby moved, David Roach seconded, and the Board voted to approve the following request for 2nd 90-day grace period to operate with licensed funeral directors while the establishment takes action to secure the services of a new Funeral Director in Full & Continuous Charge:

- Moore Funeral Home, Inc., Harlem, GA

David Roach moved, Thelon Hamby seconded, and the Board voted to issue its approval of the proposed legislative amendment presented to OCGA 43-18-50 (c).

§ 43-18-50. Application for funeral service apprenticeship; period of apprenticeship
(c) The total period of apprenticeship shall be 3,120 hours and must be served in a minimum of 18 months, ~~but the minimum period shall be in addition to the time required to graduate from~~ The Board shall have authority to regulate by rule the number of hours that an apprentice may credit toward the total apprenticeship while attending a college of funeral service or other college pursuant to paragraph (1) of subsection (b) of Code Section 43-18-41.

There being no further business, the meeting adjourned at 2:52 p.m.

The next meeting of the Board will be on Tuesday, February 14, 2012.

Minutes were approved at the February 14, 2012 meeting.