

# Georgia State Board of Funeral Service

## Board Meeting

### February 14, 2012

A meeting of the Georgia State Board of Funeral Service was held on February 14, 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; Michael Fowler, R. Bryant Hightower, Nancy Kennedy, and Thelon Hamby with Lauren McDonald participating by video conference from the office of the Attorney General in Atlanta.

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

Guests in attendance were: Steven Sills, Spring Intern for Reagan Dean, Assistant Attorney General.

Newly appointed board member, Michael Fowler of Albany, Georgia was welcomed to the Board.

**Executive Session:**

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). Bryant Hightower seconded the motion. The motion was carried by Terry Daviston, Chair; Michael Fowler, R. Bryant Hightower, Nancy Kennedy, Thelon Hamby and Lauren McDonald. The Board concluded Executive Session in order to vote on the matters discussed and to continue with the public session.

**Approval of Minutes:**

Michael Fowler moved, Bryant Hightower seconded, and the Board voted to approve the minutes of the January 10, 2012 meeting.

**Applications:**

Thelon Hamby moved, Michael Fowler seconded, and the Board voted to ratify the licenses that were issued since the January 10, 2012 meeting.

1.	EMB004760	Bell, David M	Embalmer	Marietta	GA
2.	EMB004761	Ellis, Brian Scott	Embalmer	Covington	GA
3.	EMB004762	Guined, Cynthia Diane	Embalmer	Butler	GA
4.	EMB004763	Goddard, John Edward	Embalmer	Bonaire	GA
5.	FD005168	Bell, David M	Funeral Director	Marietta	GA
6.	FD005169	Ellis, Brian Scott	Funeral Director	Covington	GA
7.	FD005170	Guined, Cynthia Diane	Funeral Director	Butler	GA

8.	FD005171	Goddard, John Edward	Funeral Director	Bonaire	GA
9.	FEST001809	Cox Funeral Home & Crematory LLC	Funeral Establishment	Manchester	GA
10.	FEST001810	Roberson Funeral Home	Funeral Establishment	Statesboro	GA
11.	FSA005361	Gosier, Glen Bernard	Funeral Service Apprentice	Darien	GA
12.	FSA005362	Daughtry, Larry Coleman, Jr	Funeral Service Apprentice	Tifton	GA
13.	FSA005363	Martin, Tessa NeSmith	Funeral Service Apprentice	Statesboro	GA
14.	FSA005364	Yarborough, Demetris Nicole	Funeral Service Apprentice	Gainesville	GA
15.	FSA005365	Thomas, Stephanie Ellen	Funeral Service Apprentice	Acworth	GA
16.	FSA005366	Highsmith, James Collins	Funeral Service Apprentice	Commerce	GA
17.	FSA005367	Walker, Natalie Rene'	Funeral Service Apprentice	Albany	GA
18.	FSA005368	Jackson, Alex Lorenzil, Jr	Funeral Service Apprentice	Thomasville	GA
19.	FSA005369	Swanson, Bruce Andre'	Funeral Service Apprentice	Atlanta	GA
20.	FSA005370	Graves, Larry D	Funeral Service Apprentice	Cartersville	GA
21.	FSA005371	Nichols, Misty Renee	Funeral Service Apprentice	Decatur	GA
22.	FSA005372	Dixon, Kacey Lowe	Funeral Service Apprentice	Reynolds	GA
23.	FSA005373	Alexander, Peter Joseph, Jr	Funeral Service Apprentice	Covington	GA

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

- 1745998 Donald Trimble Mortuary Inc. Decatur, GA  
FDFCC: Cary Darnell Jones

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

- 1743218 Paschal Memorial Funeral Home Jeffersonville, GA  
FDFCC: Antegus J. Birks

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

- 1747023 Towns Funeral Home, Inc. Almo, GA  
FDFCC: Larry Edward Parlor

Bryant Hightower moved, Michael Fowler seconded, and the Board voted to approve the following requests for appointment as Funeral Director in Full & Continuous Charge:

- 1742236 Heritage Funeral Homes of Griffin LLC Griffin, GA  
FDFCC: Jerry G. Brinkley



Bryant Hightower moved, Thelon Hamby seconded, and the Board voted to approve the following request for extension of the grace period and a change of temporary location for the following funeral establishment.

- Melton Funeral Home Tifton, GA

Thelon Hamby moved, Michael Fowler seconded, and the Board voted to approve the following applicant for licensure:

- Cabrera Jamal Campbell 1744726 Funeral Service Apprentice Barnesville, GA

Thelon Hamby moved, Nancy Kennedy seconded, and the Board voted to approve the following requests for a change of name for the following funeral establishments:

- 1741269 Williams Funeral Home of Gordon Gordon, GA

**From:** Williams White Columns Funeral Home

Michael Fowler moved, Nancy Kennedy seconded, and the Board voted to approve the following applicant for licensure:

- 1743420 Willis, Alfonso Funeral Director By Reinstatement Athens, GA

Thelon Hamby moved, Michael Fowler seconded, and the Board voted to deny the following applicants for licensure:

- 1738489 Laury, Samantha Embalmer Statesboro, GA  
1738493 Funeral Director By Reciprocity

Michael Fowler moved, Nancy Kennedy seconded, and the Board voted to deny the following applicants for licensure:

- 1746989 Herl, II Gregory Keith Funeral Service Apprentice Morrow, GA

Michael Fowler moved, Thelon Hamby seconded, and the Board voted to table the following applicant for licensure by application pending receipt of further information from the applicant:

- G K H 1746989 Funeral Service Apprentice

Michael Fowler moved, Nancy Kennedy seconded, and the Board voted to deny the following requests for a change of name for the following funeral establishments:

- 1741269
- 1747016

National Cremation & Burial Society

Lilburn, GA

**From:** R. T. Patterson Funeral Home and  
Cremation Services

Michael Fowler moved, Bryant Hightower seconded, and the Board voted to refer the following case to the Attorney General's office for issuance of a consent order to be accepted upon receipt of the signed order:

- FD003421                      H W T

The consent order provides for a public reprimand with 48 months probation.

Reagan Dean, Assistant Attorney General, reported that there was no new information to report to the Board at this time.

Thelon Hamby moved, Bryant Hightower seconded, and the Board voted to accept the Cognizant Member's recommendations on the following cases:

- FUN120068                      Refer to Enforcement to obtain statement from family involved and obtain copy of general price list.

Thelon Hamby moved, Michael Fowler seconded, and the Board voted to accept the Cognizant Member's recommendations on the following cases:

- FUN120006                      Close.  
No violations could be substantiated.
- FUN120060                      Refer to Enforcement to determine if Vital Records has received the death certificate. If the death certificate has been filed, close upon receipt of the completed investigation. If death certificate has not been filed, return to Board for further action.

Michael Fowler moved, Thelon Hamby seconded, and the Board voted to accept the Cognizant Member's recommendations on the following cases:

- FUN120044                      Refer to Attorney General for public consent order to fine the establishment \$500, place establishment on 24 month probation and public

reprimand for violation of 43-18-46(25). Also, issue a public reprimand on apprentice FSA005184.

- FUN120089
- FUN120124

Close

Refer to Enforcement for investigation of solicitation and participation in burial society. Obtain statement from consumers on how consumers were contacted by Respondent.

Thelon Hamby moved, Nancy Kennedy seconded, and the Board voted to accept the Cognizant Member’s recommendations on the following cases:

- FUN120082

Close

Nancy Kennedy moved, Michael Fowler seconded, and the Board voted to accept the Cognizant Member’s recommendations on the following cases:

- FUN100120

Refer to Legal to monitor court proceedings.

**Continuing Education:**

Lauren McDonald moved, Bryant Hightower seconded, the Board voted to accept the committee recommendations on the following continuing education courses:

<b>Program Provider/Sponsor</b>	<b>Course Title</b>	<b>HRS Requested</b>	<b>HRS Approved</b>
<b>Continental Computer Corporation</b> <b>Amanda Douglas</b> <b>3615 S. Stadium Blvd.</b> <b>Jonesboro, AR 72403</b> <b>870-932-0081 Ext. 215</b> <b>870-931-1273 Fax</b> <b>adouglas@continetalcomputers.com</b>	The Directors Assistant.Net	8	8
<b>The Dodge Institute for Advanced Mortuary Studies</b> <b>Debbie Dodge</b> <b>165 Cambridge Park Drive</b> <b>Cambridge, MA 02140</b> <b>617-661-0500</b> <b>617-1428</b> <b>ddodge@dodgeco.com</b>	The 2012 Dodge Seminar	18	18
<b>Gupton-Jones College</b> <b>Patty Hutcheson</b>	Tales of Preparation Room	3	3

5141 Snapfinger Woods Drive Decatur, GA 30035 800-848-5352 hutchesonpatty@hotmail.com			
	Grief Counseling	2	2
	Selected Diseases/Embalming	1.5	1.5
	Employee-Employer Relationships	1.5	1.5
	Effective Communication Skills for Funeral Professionals	2	2
	Crematory Operator Certification Program	10	10
<b>MKJ Marketing</b> Krystal Casey 1501 Belcher Road South, Building B Largo, FL 33771 888-655-1566 727-524-8200 Fax kcasey@mkjmarketing.com	The Value of a Funeral - Part II	12	12
	Improving Communication with the Cremation Consumer	7	7
	Communicating Effectively with your Community-Part II	12	12
	Improving Your Business During Challenging Times	12	12
<b>National Funeral Directors Association</b> Kathleen Walczak 13625 Bishop's Drive Brookfield, WI 3005-6607 800-228-6332 262-789-6977 Fax kwalczak@nfda.org	Certified Pre-Planning Consultant Program Hosted by FamilySide	16	16
	Certified Preplanning Consultant Program Hosted by Des Moines Area Community College Mortuary Science Program	16	16
	ADA Employer Compliance: Title I of the Americans with Disabilities Act	3	3
	Communicable Disease: Safeguarding the Funeral Practitioner	2	2
	Communicable Diseases: What Every Funeral Home Must Know	3	3
	Conflict Management for Funeral Directors: successful Interpersonal Communication Practices	4	4
	Deathcare Marketing: 25 FAQ's	6	6

	Demystifying Succession Planning for the Small Business Owner	2	2
	Embalming Perspectives & Paradigms Challenged	6	6
	Embalming the Obese Case	3	3
	Five Ways to Improve Prep Room Ventilation & Protect Your Health	2	2
	Funeral Service Ethics	2	2
	Grief Management: The Role of the Funeral Service Practitioner	6	6
	Guaranteed Funerals: Is Preneed Right for You?	2	2
	Hazard Communication in Funeral Service	1	1
	Learning to Be a Leader	3	3
	Marketing a Funeral Home for Long-Term Profitability	3	3
	Offering Funeral Packages in Compliance with the FTC	2	2
	Personnel Management in Funeral Service	4	4
	Professional Ethics in Funeral Service: NFDA's Code of Professional Conduct	1	1
	Profits for Pleasure: Practical Marketing for Funeral Homes	4	4
	Proven Green Funeral Home Practices	4	4
	Public Speaking - Comfortably	2	2
	Risk Management: Controlling Risk for Small Business	2	2
	Serving Hispanic Families	4	4
	Simple and Practical Best-Practice Ideas of Leading Funeral Homes	2	2
	The Funeral: A Chance to Serve, A Chance to Heal	4	4
	Understanding a Child's Grief	3	3
	Understanding Adult Grief: Developing Ways to Help Adults on Their Grief Journeys	4	4
	Understanding and Creating Exceptional Funeral Experiences	3	3
	Understanding and Managing Grief	6	6
	Understanding Preneed	4	4
	Understanding the Practice of the FTC Funeral Rule	3	3

	Wage and Hour Laws for Funeral Home Employers	3	3
	What to Do When Families Say "No Religion, Please"	2	2
	What Matters Most: Heart's Desire in Life and Death	6	6
	Safeguarding Your Funeral Home from Cremation Liability	1	1
<b>National Funeral Directors &amp; Morticians Association, Inc. Cornell W. Robinson-Carroll 6290 Shannon Parkway Union City, GA 30291 770-969-0064 770-969-0505 Fax cornell@nfdma.com</b>	Introduction to Ergonomics	1	1
	The Arrangement Conference	2	2
	Dressing & Casketing Using The Full Couch Casket	1	1
	Organ & Tissue Donation	1	1
<b>Selected Independent Funeral Homes Amy Hunt 500 Lake cook Rd., Ste. 205 Deerfield, IL 60015 847-236-9401 847-236-9968 Fax info@selectedfuneralhomes.org</b>	Selected Independent Funeral Homes 2012 Spring Management Summit	10	10
	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

Other Business:

Thelon Hamby moved, Michael Fowler seconded, and the Board voted to approve the following order to accept fine money for inspection violations:

- Strong Funeral Home located in Moultrie, GA: \$100 for failure to maintain a minimum of 8 adult caskets within the display room on the premises of the establishment.
- Community Funeral Home located in Shellman, GA: \$100 for failure to maintain a minimum of 8 adult caskets within the display room on the premises of the establishment.

- Ingram Funeral Home located in Sparta, GA: \$50 for failure to conspicuously display a current biennial renewal license for the establishment, embalmer, funeral director and any apprentices.

Thelon Hamby moved, Nancy Kennedy seconded, and the Board voted to ratify the following cease and desist order issued for unlicensed practice:

- Ingram Brothers Funeral Home                      Sparta

Thelon Hamby moved, Michael Fowler seconded, and the Board voted to approve the following requests for 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:

- A. L. Spaulding Funeral Home Inc.                      McRae, GA
- Sylvania Funeral Home, Inc.                              Sylvania, GA

Bryant Hightower moved, Thelon Hamby seconded, and the Board voted to approve the following request for 2<sup>nd</sup> 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:

- Sheppard Funeral Home                                      Gibson, GA

Thelon Hamby moved, Michael Fowler seconded, and the Board voted to lift the probationary status for the following licensee:

- Valchester Argy Prescott                                      Sardis, GA

Bryant Hightower moved, Michael Fowler seconded, and the Board voted to lift the probationary status for the following licensee:

- William Anthony House                                      Griffin, GA
- Bill Stevenson Slaughter                                      Warm Springs, GA

The Board reviewed a letter from Kelli Shuielx of Good Shepherd Pet Services in Piedmont, SC. Ms. Shuielx was writing to inquire if Georgia Law allowed the use of the same crematory for cremations of both humans and pets if there was only one crematory available. After much discussion, the Board decided that additional information is needed regarding pet crematories. Michal Fowler will do research regarding pet crematories and will report his findings to the Board at the next meeting.

Thelon Hamby recommended that the legislation committee consisting of himself, David Roach and Bryant Hightower complete additional research on pet crematories. Currently, there is no regulations regarding pet crematories and more and more facilities are providing this service.

David Roach and Lauren McDonald agreed to serve on a committee to perform research regarding funeral establishments using the word “society” in the establishment name and whether this would constitute a law violation with respect to the operation of a burial society.

There being no further business, the meeting adjourned at 2:24 p.m.

The next meeting of the Board will be on Tuesday, March 13, 2012.

Minutes approved at the March 13, 2012 meeting.