

Georgia State Board of Funeral Service

Board Meeting

March 13, 2012

A meeting of the Georgia State Board of Funeral Service was held on March 13, 2012 at the Professional Licensing Boards office in Macon, GA. Chairman Terry Daviston called the meeting to order at 10:02 a.m.

A quorum was established with members present being: Terry Daviston, Chair; Thelon Hamby, David Roach, Lauren McDonald, Nancy Kennedy, Bryant Hightower and Michael Fowler

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

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 February 14, 2012 meeting.

Applications:

Thelon Hamby moved, Michael Fowler seconded, and the Board voted to ratify the licenses that were issued since the February 14, 2012 meeting.

1.	EMB004764	Knight, Senetra Rhodes	Embalmer	Jonesboro	GA
2.	EMB004765	Raposa, Heidi	Embalmer	Metter	GA
3.	EMB004766	Yarroll, Craig Robert	Embalmer	Austell	GA
4.	EMB004767	Dove, James Stephen	Embalmer	Winder	GA
5.	FD005172	Knight, Senetra Rhodes	Funeral Director	Jonesboro	GA
6.	FD005173	Raposa, Heidi	Funeral Director	Metter	GA
7.	FD005174	Yarroll, Craig Robert	Funeral Director	Austell	GA
8.	FD005175	Holmes, Steven Mark	Funeral Director	Atlanta	GA
9.	FD005176	Dove, James Stephen	Funeral Director	Winder	GA
10.	FEST000818	Smith-Steele-Meadows	Funeral Establishment	Manchester	GA
11.	FEST001814	Joiner-Anderson-Saxon-Prescott	Funeral Establishment	Waynesboro	GA

Lauren McDonald moved, Michael Fowler 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:

- FEST001081 S F H I

The consent order provides for a public reprimand, 24 months probation for the establishment and a \$1,500.00 fine. The fine is assessed at \$100 per month for fifteen months the establishment operated without an approved Funeral Director In Full & Continuous Charge. The fifteen months started from the date of death of the previous Funeral Director In Full & Continuous Charge and ended with the date of the establishment's inspection. There was a licensed Funeral Director who participated in all funerals and embalming during this time period. Inspection conducted during this time did not catch the fact that there was not an approved Funeral Director In Full & Continuous Charge on staff.

Lauren McDonald moved, Michael Fowler seconded, and the Board voted to accept the recommendation made in executive session on the following applicant:

- 1727544 Appeal Denial W C Refer to Attorney General for reinstatement
1727548 of License by public consent order with 4
years probation pending clear GCIC.

Lauren McDonald moved, Michael Fowler seconded, and the Board voted to accept the report of pending cases presented by the Attorney General.

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

- FUN120095 Send to Attorney General's Office for consent order, \$500 fine, 2 years probation with a public reprimand for violation of Cease and Desist order
- FUN120100 Close
- FUN120101 Conduct a cognizant interview with FDFCC and apprentice.
- FUN120109 Close
- FUN120111 Close
- FUN120091 Refer to Attorney General's Office for review. Attorney General and Cognizant will conduct interview with two of the three employees about the incident.

Continuing Education:

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

Program Provider/Sponsor	Course Title	HRS Requested	HRS Approved
Academy of Graduate Embalmers of GA Melissa Pelfrey P.O. Box 1248 Dallas, GA 30132 770-445-3180 academyga@aol.com	2012 Clinic	10	10
APEX Continuing Education Solutions Remo Portelli P.O. Box 29151 Austin, TX 78755 1-800-769-8998 512-372-8875 fax	Funeral Service Ethics	2	2
	Telephone Inquiry Manual For Funeral Homes	2	2
	Working With Difficult People	3	3
	Sexual Harassment In The Workplace	4	4
	The Funeral Rule Of The FTC	4	4
	OSHA Essentials	4	4
	Funeral Rituals And Mental Health	4	4
	Infant Embalming Techniques	3	3
	Understanding HIV And AIDS	2	2
Batesville Casket Company Deb St. Pierre P.O. Box 29151 Austin, TX 78755 812-934-7557 812-934-1538 fax deb.st.pierre@batesville.com	A Better Way to Assist Today's Value Driven Consumer	2	2
	Googled . . . The Internet: My Friend and Occasional Enemy	2	2
	Research to Results	2	2
	Remaining Bullish in A Bear Market	2	2
	Communicating With Families - Making More Effective Arrangements	3	3
	Seven Secrets Families Don't Share	3	3
	Creating Value for Families Through Meaningful Funeral Experiences	3	3
	Using E-Business to Create a Meaningful Funeral Experiences	2	2
	Plant Tour and Product Knowledge	2	2

	The Zero Turn Lawnmower and Your Funeral Home Website	2	2
	Acting on Cremation Challenges Together	2	2
	Getting to Know the Cremation Consumer - An Initial Action Plan	2	2
	What is Your GRASP on Cremation Consumers?	2	2
Cremation Association of North America Barbara Kemmis 499 Northgate Parkway Wheeling, IL 60090 312-245-1077 barbara@cremationassociation.org	Crematory Operator Certificate Program	6	6
FuneralCE Lesli Leakey P.O. Box 850127 Richardson, TX 75085 972-616-1111 lesli.leakey@webce.com	Basic Embalming Practices	5	5
	Basic Funeral Customs for 21st Century Funeral Directors	1	1
	Bloodborne Pathogens	3	3
	Decision Making in the Funeral Industry	2	2
	Ethics of Making Funeral Arrangements	3	3
	Funeral Customs with Military Honors	3	3
	Funeral Rule	2	2
	Green Funerals: What Every Funeral Director Should Know	3	3
	History of Preserving Human Remains	1	1
	HIV/AIDS	1	1
	Intercultural Burials	5	5
	Managing Grief: A Guide for the Funeral Professional	5	5
	OSHA Practice Standards for Funeral Professionals	4	4
	OSHA Workplace Rights	2	2
	Personalization in the Funeral Industry	3	3
	Pre-Need Planning	4	4
	Public Speaking for Funeral Directors	5	5
	Stillborn Support	1	1
	Targeting Your Primary Markets in the Funeral Industry	2	2
	The Funeral Director as an Event Planner	5	5
	Understanding the At-Need Consumer's Buying Motivations	1	1
	Working With Difficult People in the Funeral Industry	1	1

HLB Bereavement Consulting & Training Services Helen L. Bratton 3839 Boulder Creek Road Martinez, GA 30907 706-860-0954 h.l.b.@comcast.net	Volunteering to Assist in a Temporary Morgue at the Site of a Disaster with Multiple Fatalities	3	3
	Volunteering in Family Assistance Center During and After a Disaster with Fatalities	2.5	2.5
	Identifying Other Local Funeral Home Resources if Sharing Facilities Should Become Necessary Due to Fire, Wind or Water Damage	3	3
	Preparing for Power Outages, No Water and Other Disruptions that May Occur (during arrangement meetings, embalming, visitation and/or services) at Your Facility.	3	3
	Preparing for Emergency and Disaster Needs in the Funeral Home and/or Church: Emergency Evacuations of Families, Visitors and Remains	2	2
	Becoming Acquainted with Local Emergency Management Personnel and Their Responsibilities and Authorities. Learn how to volunteer and the responsibilities when responding to a community emergency/disaster.	3	3
	Understanding Chemical Disasters and Decontaminating the Remains	3	3
National Funeral Directors Association Kathleen Walczak 13625 Bishop's Drive Brookfield, WI 53005 800-228-6332 262-789-6977 fax kwalczak@nfd.org	Out of the Ordinary Customer Service - Pursuit of Excellence Winning Ideas	1	1
2012 Professional Women's Conference	Round Table Discussions	3	0
	Embalming Accessory Chemicals: Their Uncommon Usage	2	2
	Myth, Mania & Misconception	2	2
	Real Directors, Real Technology, Real Results	2	0
	Success Tips for Women Business Owners	2	2
Meet the Mentors	Critical Components to a Successful Funeral Service Business - Session 1 Presentation	2	2

	Round Table Discussions - Critical Components to a Successful Funeral Service Business - Session 2 Presentation	3	3
International Order of the Golden Rule Lisa Krabbenhoft 3520 Executive Center Drive, Suite 300 Austin, TX 78731 800-637-8030 512-334-5514 fax lkrabbenhoft@ogr.org	Annual Conference: Connections 2012		
	Right Stuff Leadership Solutions from a Top Gun Command Astronaut	1.5	1.5
	Hallowed Ground: Arlington National Cemetery	1	1
	Supporting Survivors of Suicide	1	1
	Great Ideas Member Exchange Volume Breakout: Fewer than 150 Annual Cases, Part I	1	1
	Great Ideas Member Exchange Volume Breakout: Fewer than 150 Annual Cases, Part II	1	1
	The Top Nine Reasons Family Businesses Fail	2	2
	How to Integrate Social Media Into Your Marketing Strategy	1	1
	How to Make Social Media Work for Your Funeral Home	1	1
Stericycle, Inc. Richard L. Best 342 Robin Hill Dr. Williamsville, NY 14221 716-435-8179 rlb59300@aol.com	Confined Space Awareness	1	1
	Respiratory Protection Awareness	1	1
	Tuberculosis Regulatory Awareness	1	1
	Hazard Communication	1	1
	Formaldehyde Awareness	1	1
	Lock Out/Tag Out Awareness	1	1
	Funeral Service OSHA/Bloodborne Pathogens 3 Hr Version	3	3
	Funeral Service OSHA/Bloodborne Pathogens 2 Hr Version	2	2
Thanos Institute Mary E. Rizzo P. O. Box 1928 Buffalo, NY 14231 1-800-742-8257 716-689-2821 fax	Organ, Tissue Donation and the Funeral Director	10	10

mrizzo@thanosinstitute.com			
	Bereavement and the Funeral Director	10	10
	Unexpected, Traumatic Death and the Funeral Director	10	10
	OSHA Compliance & FTC Rules	10	10
	Restorative Art & Cosmetology	10	10
	Funeral Customs Past & Present	10	10
	Management Skills for Funeral Directors	10	10
	Forensic Pathology for Funeral Directors	10	10
	Ethics in Funeral Service	10	10
	Grief Counseling for the Funeral Director	10	10
	Embalming	10	10
	A Student Dies, A School Mourns . . . Are You Prepared?	10	10

Other Business:

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

- Stocks Funeral Home Inc. located in Atlanta, GA: \$100 for failure to maintain the minimum number of bottles of arterial fluid and cavity fluid and for failure to maintain a nonporous sanitary sink cover.
- Thornton Funeral Home located in Hazlehurst, GA: \$100 for failure to maintain a minimum of 8 adult caskets within the display room on the premises of the establishment.
- Frank & Solomon Nixon Funeral Home of Tifton, GA: \$200 for failure to have instruments & tables sanitary & clean.
- Harris Ward & Webb Ellison Funeral Home LLC located in Morrow, GA: \$800 for failure to maintain a minimum of 8 adult caskets within the display room on the premises of the establishment.
- W M Murray & Sons Funeral Home located in Arlington, GA: \$300 for failure to have instruments & tables sanitary & clean and for failure to maintain a minimum of 8 adult caskets within the display room on the premises of the establishment.

The Board denied a request to retain previously accumulated apprenticeship hours (496 hours) that were accumulated under a funeral establishment whose license had lapsed as stated in Board Rule 250-4-.06 (1)(a).

- S G Atlanta, GA

There being no further business, the meeting adjourned at 2:30 p.m.

The next meeting of the Board will be on Tuesday, April 10, 2012.

Minutes approved at the March 13, 2012 meeting.