

Georgia Board of Funeral Service
Board Meeting January 12, 2016
Professional Licensing Boards Division of the Secretary of State
Located at 237 Coliseum Drive, Macon, Georgia 31217

Members Present:

- Bryant Hightower, Chair
- David Roach, Vice-Chair
- Tom Lord
- W T Edmondson
- Joe Westbury
- Michael Fowler
- Nancy Kennedy

Others Present:

- La Trena Tyler-Jones, Executive Director
- Reagan Dean, Assistant Attorney General
- Sandy Barboza, Board Support Specialist
- Carla Murray, Licensing Analyst
- Laurie Elander, Licensing Supervisor
- Nichole Hill, Inspection Supervisor
- Patsy Blanchard, Inspector
- Troy McNair, Inspector

Note: Visitors are excused during Executive Session unless scheduled for a personal appearance.

OPEN SESSION:

Bryant Hightower, Chair, noted a quorum was present, called the meeting to order at 10:00 a.m. and declared the meeting to be "open" pursuant to the Open and Public Meeting Act, O.C.G.A. §§50-14-1 et seq.

Agenda:

The Board reviewed the Agenda for the January 12, 2016 meeting. Tom Lord motioned, W T Edmondson seconded, and the Board voted unanimously to approve the agenda, with the addition of a work session.

Minutes:

The Board reviewed the minutes from the December 8, 2015 meeting. Joe Westbury motioned, Michael Fowler seconded, and the Board voted unanimously to approve Open Meeting minutes and the Executive Session minutes.

Licenses Issued Report:

The Board reviewed the following Report of Licenses Issued:
Licenses issued 12-08-2015 thru 01-08-16 (Total – 18)

License No	Licensee
CREM000130	Live Oak Crematory
EMB005033	Watruba, Allen Gregory, II
EMB005034	Joyce, Lindsay Love
EMB005035	Butler, Cindy Ann
EMB005036	Higgins, Jeffrey Glenn, Jr
FD005433	Watruba, Allen Gregory, II
FD005434	Butler, Cindy Ann
FD005435	Higgins, Jeffrey Glenn, Jr
FEST001945	McMullen Funeral Home and Crematory

License No	Licensee
FSA005914	Davis, Justin Lewis
FSA005915	Foster, Johnny Jobo *
FSA005916	Miller, Ty Tiana Shartelle
FSA005917	Scott, Jordan Donald
FSA005918	Johnson, De'Vonte Lamar
FSA005919	Higgins, David Paul
FSA005920	Cathey, Whitney Thomas
FSA005921	Howell, Alonzo Lenor
FSA005922	Smith, Sean Fowler

Michael Fowler motioned, Nancy Kennedy seconded, and the Board voted unanimously to ratify the licenses issued as presented on the report. *David Roach recused himself from the vote.

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EXECUTIVE SESSION:

Tom Lord motioned, W T Edmondson seconded, and the Board voted to enter in Executive Session at 10:03 a.m. in accordance with O.C.G.A. §§ 43-1-19(h) and 43-18, for the purpose of conducting applicant appointments. The motion passed unanimously.

At the conclusion of the Executive Session, Bryant Hightower declared the meeting to be "open" pursuant to the Open and Public Meeting Act, O.C.G.A. §§ 50-14-1 et seq. No votes were taken during Executive Session.

OPEN SESSION: 1:19 p.m.

Michael Fowler motioned, Joe Westbury seconded, and the motioned was carried by the Board to ratify the following recommendations made during Executive Session:

Appointments:

Appearance # 2593401 The Crematorium @ P.C.S., change FDFCC to Malory A. Wolfe, approved.

Appearance # 2593663 Burgess Funeral Home, change FDFCC to Laverne Y. Nelson, approved.

Appearance # 2594017 Elliott Sons Funeral Home, change FDFCC to John E. Goddard, approved.

Appearance # 2594271 Watkins Funeral Home-McDonough Chapel, change FDFCC to Erma J. Heyliger, approved.

Appearance # 2588562 Wimberley and White Funeral Home, change FDFCC to Marian E. Reese, approved. Reinstatement of establishment license approved with a consent order, \$3,000 fine and 2 years' probation.

Appearance # 2589251 Vincent R. Drummer Funeral Home, change FDFCC to James H. Jones.

Appearance # 2585525 & 2585526 R. E. C., denial upheld, applicant provided direction to register as an apprentice.

Appearance # 2592502 Reflection Cremation & Funeral Home, approved.

Appearance # 2593129 Hill-Watson-People's Funeral Service, change of location approved. W.T. Edmondson recused himself from the vote.

Appearance # FD003061 & EMB002665 Kelson & Jones Funeral Home, amend consent order to vacate remainder of fine and continue probation, cannot serve as FDFCC at any establishment.

Public Hearings:

A public hearing was held by the Georgia Board of Funeral Service on January 12, 2016 to allow licensees the opportunity to address fines and/or complaints with the Board. The hearings were held at the office of the Professional Licensing Boards Division, 237 Coliseum Drive, Macon, GA. The Presiding Officer, Bryant Hightower, called the hearings to order at 01:20 p.m. At the conclusion of the hearings, the Board rendered the following decisions on the cases presented:

Appeal: FEST000671 Community Funeral Home, fine upheld.

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Appeal: FEST001797 Smalley's Mortuary, waive fine pending passing inspection.

EXECUTIVE SESSION: 1:47 p.m.

W T Edmondson motioned, Michael Fowler seconded, and the Board voted to enter in Executive Session at 01:47 p.m. in accordance with O.C.G.A. §§ 43-1-19(h) and 43-18, for the purpose of discussing and reviewing applications, complaint cases, and the Attorney General's report. The motion passed unanimously.

At the conclusion of the Executive Session, Bryant Hightower declared the meeting to be "open" pursuant to the Open and Public Meeting Act, O.C.G.A. §§ 50-14-1 et seq. No votes were taken during Executive Session.

Application # 2591704 & 2591706 Andrea J. Murray, Funeral Director / Embalmer approved by endorsement.

Application # 2597472 Terry Funeral Home Funeral, Funeral Establishment reinstatement approved with consent order, fine \$3,000, 2 years' probation (\$1,500 Establishment, \$1,500 FDFCC).

Application # 2597029 Southwest Georgia Cremation Service, Crematory approved.

Application # 2598699 Moody-Daniel Crematory, Crematory reinstatement approved with consent order, fine \$3,000, 2 years' probation (\$1,500 Establishment, \$1,500 FDFCC).

Application # 2598693 Georgia Cremation, Funeral Establishment reinstatement approved with consent order, fine \$3,000, 2 years' probation (\$1,500 Establishment, \$1,500 FDFCC).

Application # 2599281 Platinum Cremation Center, LLC, Crematory reinstatement approved with consent order, fine \$3,000, 2 years' probation (\$1,500 Establishment, \$1,500 FDFCC).

Application # 2598031 Max Brannon & Sons Funeral Home, Funeral Establishment reinstatement approved with consent order, fine \$3,000, 2 years' probation (\$1,500 Establishment, \$1,500 FDFCC).

Complaints:

- FUN160080 Close – no action.
- FUN160022 Close – no action. Joe Westbury recused.
- FUN160027 Table – refer back to investigations for further information.
- FUN160030 Close – letter of concern, re-inspect in five months.
- FUN160031 Tabled – Schedule an interview with Cognizant Board Member February 16, 2016 meeting.
- FUN160060 Close
- FUN160026 Refer to Inspections for photos of embalming room. Confirm embalming room is operational. Close if passes inspection.

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Attorney General's Report:

Report reviewed.

OPEN SESSION: 3:13 p.m.

Michael Fowler motioned, Nancy Kennedy seconded, and the motioned was carried by the Board to ratify the recommendations made during Executive Session.

Continuing Education:

Joe Westbury motioned, Michael Fowler seconded, and the motioned was carried by the Board to accept the Continuing Education Committee recommendations to approve the following continuing education courses as presented:

Program Provider/Sponsor	Course Title - (Event Dates - Location)	Points
National Funeral Directors and Morticians Association, Inc. - Union City, GA	Health & Mental Wellness: Are We Healthy Enough To Care For The Dead? (01/25/16 Atlanta, GA)	1
National Funeral Directors and Morticians Association, Inc. - Union City, GA	Embalming: Tales of the Preparation Room (01/25/16 Atlanta, GA)	1.5
National Funeral Directors and Morticians Association, Inc. - Union City, GA	Blueprint for Financial Success (01/25/16 Atlanta, GA)	1.5
National Funeral Directors and Morticians Association, Inc. - Union City, GA	Guidelines To A Successful Career In Funeral Service (01/25/16 Atlanta, GA)	1.5
National Funeral Directors Association - Brookfield, WI	NFDA Certified Preplanning Consultant (CPC) Program Correspondence Option	15
National Funeral Directors Association - Brookfield, WI	NFDA Certified Crematory Operator Program (CCO) (04/18/16 Detroit, MI)	7
National Funeral Directors Association - Brookfield, WI	Communicable Disease: Safeguarding the Funeral Practitioner	2
National Funeral Directors Association - Brookfield, WI	Communicable Disease: What Every Funeral Home Must Know	3
National Funeral Directors Association - Brookfield, WI	Conflict Management for Funeral Directors: Successful Interpersonal Communication Practices	4
National Funeral Directors Association - Brookfield, WI	Death Care Marketing: 25 FAQs	6
National Funeral Directors Association - Brookfield, WI	Embalming Perspectives & Paradigms Challenged	6
National Funeral Directors Association - Brookfield, WI	Embalming Risk Management	2

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National Funeral Directors Association - Brookfield, WI	Embalming the Obese Case	3
National Funeral Directors Association - Brookfield, WI	Five Ways to Improve Prep Room Ventilation and Protect Your Health	2
National Funeral Directors Association - Brookfield, WI	Funeral Service Ethics	2
National Funeral Directors Association - Brookfield, WI	Marketing a Funeral Home for Long-Term Profitability	3
National Funeral Directors Association - Brookfield, WI	Offering Funeral Packages in Compliance with the FTC Funeral Rule	2
National Funeral Directors Association - Brookfield, WI	Personnel Management in Funeral Service	4
National Funeral Directors Association - Brookfield, WI	Professional Ethics in Funeral Service: NFDA Code of Professional Conduct	1
National Funeral Directors Association - Brookfield, WI	Serving Hispanic Families	4
National Funeral Directors Association - Brookfield, WI	The Funeral: A Chance to Touch, A Chance to Serve, A Chance to Heal	4
National Funeral Directors Association - Brookfield, WI	Understanding a Child's Grief Insights for Funeral Home Owners, Directors, and Staff	3
National Funeral Directors Association - Brookfield, WI	Understanding and Creating Exceptional Funeral Experience	3
National Funeral Directors Association - Brookfield, WI	Understanding and Managing Grief	6
National Funeral Directors Association - Brookfield, WI	Understanding the Practice of the FTC Funeral Rule	3
National Funeral Directors Association - Brookfield, WI	What to Do When Families Say "No Religion, Please"	2
National Funeral Directors Association - Brookfield, WI	NFDA Certified Crematory Operator Program March 29, 2016 Salt Lake Community College, Salt Lake City, UT	7
National Funeral Directors Association - Brookfield, WI	NFDA Certified Crematory Operator Program™ (CCO) Seminar - Tuesday, March 29, 2016 Emory Conference Center, Atlanta, GA	7
National Funeral Directors Association - Brookfield, WI	Leading the Conversation: How to Connect with Senior Adults in the Arrangement Conference	1
National Funeral Directors Association - Brookfield, WI	2016 Books - 9 Powerful Practices of Really Great Bosses	8

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National Funeral Directors Association - Brookfield, WI	2016 Books - 9 Powerful Practices of Really Great Mentors	8
National Funeral Directors Association - Brookfield, WI	2016 Books - 9 Powerful Practices of Really Great Mentors	8
National Funeral Directors Association - Brookfield, WI	2016 - Books - A Cemetery Should Be Forever	8
National Funeral Directors Association - Brookfield, WI	2016 - Books - The Customer Rules: 39 Essential Rules for Delivering Sensational Service	8
National Funeral Directors Association - Brookfield, WI	2016 - Books - Educating the Families You Serve about the Why of the Funeral: A Guide for Funeral Home Staff	6
National Funeral Directors Association - Brookfield, WI	2016 - Books - Ethics in Funeral Service	6
National Funeral Directors Association - Brookfield, WI	2016 - Books - Funeral Service Psychology and Counseling	6
National Funeral Directors Association - Brookfield, WI	2016 - Books - The Good Funeral: Death, Grief, and the Community of Care	8
National Funeral Directors Association - Brookfield, WI	2016 - Books - Reverence for the Dead	6
National Funeral Directors Association - Brookfield, WI	2016 - Books - The Speed of Trust: The One Thing that Changes Everything	8
National Funeral Directors Association - Brookfield, WI	2016 - Audio CD - 30+ Innovative Price List Offerings	2
National Funeral Directors Association - Brookfield, WI	2016 - Audio CD - 2015 Annual All-Staff Training with the FTC Funeral Rule Coordinator	4
National Funeral Directors Association - Brookfield, WI	2016 - Audio CD - Advanced Cremation Arranging	4
National Funeral Directors Association - Brookfield, WI	2016 - Audio Cd - Bridging the Gap Between the Funeral Home and Hospice Caregiver	2
National Funeral Directors Association - Brookfield, WI	2016 - DVD/Video - The Art of Facial Restoration	4
National Funeral Directors Association - Brookfield, WI	2016 - DVD/PPT - Beyond Price - Your Guide to Mastering Cremation Phone Inquiries	2
National Funeral Directors Association - Brookfield, WI	2016 - DVD/PPT - Breathing Life into Funeral Home Marketing with Facebook, TV... and a Sense of Humor	2
National Funeral Directors Association - Brookfield, WI	2016 - DVD/PPT - Communication Skills for Connecting with Cremation Families	2

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National Funeral Directors Association - Brookfield, WI	2016 - DVD/PPT - Creating Loyalty and Lifelong Memories through Creative Customer Engagement	4
National Funeral Directors Association - Brookfield, WI	2016 - DVD/PPT - Cremation Liability Issues for Crematories & Funeral Homes Using Third-party Crematories	2
National Funeral Directors Association - Brookfield, WI	2016 - DVD/PPT - Effective Community Outreach on a Budget	2
National Funeral Directors Association - Brookfield, WI	2016 - DVD/PPT - Effective Social Media for Your Funeral Home on a Shoestring Budget	2
National Funeral Directors Association - Brookfield, WI	2016 - DVD/Video - Embalming Difficult Cases: Donor Cases	10
National Funeral Directors Association - Brookfield, WI	2016 - DVD/Video - Embalming Risk Management	2
National Funeral Directors Association - Brookfield, WI	2016 - DVD/PPT - Focus on Preneed: Spend Downs, Contracts, and Consumer Protection	2
National Funeral Directors Association - Brookfield, WI	2016 - DVD/Video - FTC Compliance: Handling the General Price List	4
National Funeral Directors Association - Brookfield, WI	2016 - DVD/PPT - Funeral Directors are Poor Businesspeople: Perception, Reality or an Opportunity to Disrupt the Paradigm?	2
National Funeral Directors Association - Brookfield, WI	2016 - DVD/PPT - Hospice and Funeral Service: From One Set of Caring Arms into Another	2
National Funeral Directors Association - Brookfield, WI	2016 - DVD/PPT - How Green Practices Benefit Your Business	4
National Funeral Directors Association - Brookfield, WI	2016 - DVD/PPT - Inbound Marketing: The Future of Funeral Home Marketing	2
National Funeral Directors Association - Brookfield, WI	2016 - DVD/PPT - It's Only a Matter of Time: Are You Ready for Natural Burials and Green Funerals	2
National Funeral Directors Association - Brookfield, WI	2016 - DVD/PPT-Video - Keys to Effectively Resolve Family Complaints and Avoid Costly Lawsuits	2
National Funeral Directors Association - Brookfield, WI	2016 - DVD/PPT - Making Cremation Profitable	2
National Funeral Directors Association - Brookfield, WI	2016 - DVD/PPT - Opening a Crematory: What You Need to Know to Do It Right	2
National Funeral Directors Association - Brookfield, WI	2016 - DVD/PPT - Parasite vs. Plunderer: Family Business Succession Planning	2

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National Funeral Directors Association - Brookfield, WI	2016 - DVD/PPT - The Removal: Professional Solutions for Challenging Circumstances	2
National Funeral Directors Association - Brookfield, WI	2016 - DVD/PPT - Safeguarding Your Funeral Home from Cremation Liability	2
National Funeral Directors Association - Brookfield, WI	2016 - DVD/PPT - Taking Your Funeral Home to the Next Stage of Business Growth and Profitability	2
National Funeral Directors Association - Brookfield, WI	2016 - DVD/PPT-Video - Understanding the Veteran and the Grieving Military Family	2.5
National Funeral Directors Association - Brookfield, WI	2016 - DVD/PPT - What They Didn't Cover in Mortuary School: Advanced Grief Concepts for Professionals	2
National Funeral Directors Association - Brookfield, WI	NFDA Certified Crematory Operator Program May 17, 2016 Cincinnati, OH	7
National Funeral Directors Association - Brookfield, WI	NFDA Certified Crematory Operator Program May 23, 2016 Tinley Park, IL	7
National Funeral Directors Association - Brookfield, WI	NFDA Certified Crematory Operator Program June 30, 2016 Birmingham, AL	7
National Funeral Directors Association - Brookfield, WI	NFDA Certified Crematory Operator Program July 13, 2016 Windsor, CT	7
National Funeral Directors Association - Brookfield, WI	NFDA Certified Crematory Operator Program August 3, 2016 Birmingham, AL	7
Cremation Association of North America	CANA's Cremation Symposium - Tropicana, Las Vegas, NV The Pendulum Effect - February 3, 2016	1
Cremation Association of North America	CANA's Cremation Symposium - Tropicana, Las Vegas, NV Cremation Information Everyone Should Know - February 3, 2016	1
Cremation Association of North America	CANA's Cremation Symposium - Tropicana, Las Vegas, NV Navigating Legal Landmines: How to Avoid the Biggest Human Resources Mistakes that Land Funeral Homes in Court - February 3, 2016	1
Cremation Association of North America	CANA's Cremation Symposium - Tropicana, Las Vegas, NV It's All About the Stories - The Articulation Factor - February 3, 2016	1.5
Cremation Association of North America	CANA's Cremation Symposium - Tropicana, Las Vegas, NV Roundtables with a Twist - February 3, 2016	1

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Cremation Association of North America	CANA's Cremation Symposium - Tropicana, Las Vegas, NV Keynote- Decide, Believe, Take Action: Essential Steps to Becoming Fluent in Your Business - February 4, 2016	1
Cremation Association of North America	CANA's Cremation Symposium - Tropicana, Las Vegas, NV Cremation Liability and Lawsuits - Learning Through the Eyes of Consumers - February 4, 2016	1
Cremation Association of North America	CANA's Cremation Symposium - Tropicana, Las Vegas, NV If Disney Did Funerals: How to Create Magical Cremation Experience! - February 4, 2016	1
Cremation Association of North America	CANA's Cremation Symposium - Tropicana, Las Vegas, NV Going Forward: Business as Usual - February 4, 2016	1
Cremation Association of North America	CANA's Crematory Operations Certification Program (COCP) January 22, 2016 Wheeling, IL	6
Cremation Association of North America	CANA's Crematory Operations Certification Program (COCP) February 2, 2016 Las Vegas, NV	6
Cremation Association of North America	CANA's Crematory Operations Certification Program (COCP) February 12, 2016 Wheeling, IL	6
Cremation Association of North America	CANA's Crematory Operations Certification Program (COCP) March 9, 2016 Macon, GA	6
Cremation Association of North America	CANA's Crematory Operations Certification Program (COCP) March TBD, 2016 Orlando, FL	6
Cremation Association of North America	CANA's Crematory Operations Certification Program (COCP) March 25, 2016 Edmond, OK	6
Cremation Association of North America	CANA's Crematory Operations Certification Program (COCP) April 11, 2016 Houston, TX	6
Cremation Association of North America	CANA's Crematory Operations Certification Program (COCP) May 13, 2016 Philadelphia, PA	6
Cremation Association of North America	CANA's Crematory Operations Certification Program (COCP) May TBD, 2016 Louisville, KY	6
Cremation Association of North America	CANA's Crematory Operations Certification Program (COCP) June TBD, 2016 Phoenix, AZ	6
Cremation Association of North America	CANA's Crematory Operations Certification Program (COCP) July 11, 2016 Kirkland, WA	6
Cremation Association of North America	CANA's Crematory Operations Certification Program (COCP) August 10, 2016 Chicago, IL	6

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Cremation Association of North America	CANA's Crematory Operations Certification Program (COCP) August TBD, 2016 Richmond, VA	6
International Order of the Golden Rule	2016 Young Professionals Event - Fresh Approaches February 29, 2016 Austin, TX	6
International Order of the Golden Rule	All You Need to Know to Reach Your Families - Creating a Facebook Business Page	1
International Order of the Golden Rule	Maintaining Quality Y Productive Personnel March 8, 2016	1
International Order of the Golden Rule	Do's and Don'ts: A Closer Look at Prep Room Safety April 7, 2016	1
Georgia Funeral Directors Association	App only - no program attached	Tabled

Reports:

Fine Monies Received Report:

Michael Fowler motioned, Joe Westbury seconded, and the Board voted unanimously to approve the following order to accept fine money for inspection violations:

Name	Complaint #	Amount	Location
Airport Mortuary Shipping Service	FUN160003	\$ 200	Atlanta
Total		\$ 200	

90 Day Grace Period Requests:

Joe Westbury motioned, W T Edmondson seconded, and the Board voted as follows regarding 90-day grace period requests:

Name	License #	Location	Decision
Elliot & Sons Funeral Home	FEST001388	Martinez	Approved
Byrnes-Royall Funeral Home Inc.	FEST000066	Savannah	Approved
Burden's Funeral Home	FEST001825	Thomaston	Approved

Other Business:

FL Sims Funeral Home – FEST001884 Request to revoke fine. Vacate fine with letter of concern.

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King and Sons – FEST000757 Approved 90-day hardship request, temporary use of alternate location for services due to fire. Must be inspected when repaired. Beyond 90 days must appear before the board to request additional time.

Criminal History Guidelines – review and discuss at work session.

CE Provider Rules – review and discuss at work session.

Apprentice Question – Request for additional apprenticeship hours denied.

Official Quorum Opinion – Reviewed – for Board information only.

Ethics Reminder – Must be completed by Board members.

EXECUTIVE SESSION:

Tom Lord motioned, Michael Fowler seconded, and the Board voted to enter in Executive Session at 04:22 p.m. in accordance with O.C.G.A. §§ 43-1-19(h) and 43-18, for the purpose of rescheduling the February Board Meeting and adding a Work Session. The motion passed unanimously.

At the conclusion of the Executive Session, Bryant Hightower declared the meeting to be “open” pursuant to the Open and Public Meeting Act, O.C.G.A. §§ 50-14-1 et seq. No votes were taken during Executive Session.

OPEN SESSION: 4:23 p.m.

Joe Westbury motioned, Michael Fowler seconded, and the Board voted unanimously to reschedule the February 9, 2016 meeting to February 16, 2016 and add a Work Session Meeting February 17, 2016 at 9:00 a.m.

The next meeting of the Georgia Board of Funeral Service will be held Tuesday, February 16, 2016 at 10:00 a.m. at 237 Coliseum Drive, Macon, Georgia.

There being no further business Chair Hightower declared the meeting adjourned at 4:25 p.m.

Minutes recorded by:

Sandy Barboza, Board Support Specialist

Minutes reviewed and edited by:

La Trenda Tyler-Jones, Executive Director



Bryant Hightower, Chair



La Trenda Tyler-Jones, Executive Director

These minutes were approved on: 2/16/16

STATE OF GEORGIA

COUNTY OF BIBB

AFFIDAVIT SUPPORTING CLOSING OF PUBLIC MEETING

The Georgia Open Meetings Act, O.C.G.A 50-14-1 et seq., requires that all meetings of an entity covered by the statute must be open to the public unless there is some specific statutory exception which permits the closing of the meeting. If such a meeting is to be closed, the law requires that the presiding person execute a sworn affidavit stating that the subject matter of the meeting or the closed portion thereof was devoted to matters within the statutory exceptions and identifying those specified exemptions relied upon. O.C.G. A. 50-14-4(b). A copy of this affidavit must be filed with the minutes of the meetings in question.

Comes Bryant Hightower, the Chairman identified below and, before an official duly authorized to administer oaths, makes this affidavit in satisfaction of the statutory requirements outlined above.

1. I am the presiding officer of the Georgia State Board of Funeral Service
2. I am over the age of 18 and in other aspects competent to make this sworn statement. I acknowledge that I am giving this statement under oath and subject to penalty of perjury and that I have read the contents of this affidavit prior to signing it.
3. On January 12, 2016 this entity, which is subject to the Open Meetings Act, met. A majority of the quorum of members present voted to close the meeting or a portion hereof of the following indicated reason(s). I hereby certify that that during the closed portion of the meeting, only those subjects indicated below were discussed. I also certify that I have reviewed the exceptions provided under the Open Meetings Act that may permit the closing of a meeting and that, to the best of my knowledge, the reasons I have described in detail below meet the requirements for closing this public meeting.
4. The legal authority for closure of this meeting was: O.C.G.A. 43-1-2(k).
5. The subjects discussed and the underlying facts supporting the closing of this meeting are as follows:

Applications and other personal information submitted by the applicants; information, Favorable or unfavorable, submitted by a reference source concerning an applicant; and Deliberations of the Board with respect to an application, an examination, a complaint, an Investigation, or a disciplinary proceeding.

FURTHER THE AFFIANT SAYETH NOT.


PRESIDING OFFICER

Sworn to and subscribed before me this 12th
Day of January, 2016
Deborah A Horton
Notary Public
My Commission Expires: Feb. 14, 2017



