

Georgia Board of Funeral Service
Board Meeting September 13, 2016
Professional Licensing Boards Division of the Secretary of State
237 Coliseum Drive, Macon, Georgia 31217

Members Present:

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

Others Present:

- La Trenda Tyler-Jones, Executive Director
- Sandy Barboza, Board Support Specialist
- Carla Murray, Licensing Analyst
- Amantha Lovett, Complaints & Compliance
- Reagan Dean, Assistant Attorney General

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 10:01 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 September 13, 2016 meeting. Joe Westbury moved, Michael Fowler seconded, and the motion was carried by the Board to approve the agenda.

Minutes:

The Board reviewed the minutes from the August 9, 2016 meeting. Joe Westbury moved, W. T. Edmondson seconded, and the motion was carried by the Board to approve the Open Meeting minutes and the Executive Session minutes.

Licenses Issued Report:

The Board reviewed the following Report of Licenses Issued: 08-06-2016 thru 09-09-16 (Total – 28):

License #	Licensee
EMB005076	Charles Neil Sims, III
EMB005077	Corey Matthew Segars
EMB005078	Dustin Ryan Harrelson
FD005477	Colburn Devron Shelton
FD005478	Charles Neil Sims, III
FD005479	Corey Matthew Segars
FD005480	Dustin Ryan Harrelson
FEST001961	Gene Davis White Columns Chapel & Cremations
FEST001962	Miles Funeral Home
FEST001963	Georgia Cremation
FSA006025	Vidella Dawn Pollett
FSA006026	JoAnn Dunn
FSA006027	Brenton Benjamin Turner
FSA006028	Haley Fraire Burns

License #	Licensee
FSA006029	Bradley Adair Graham
FSA006030	Ross Everett Arment
FSA006031	Daniel Gordon Owens, Jr
FSA006032	Renea Mann
FSA006033	Katie Madalyn Jackson
FSA006034	Wesley Macon Henderson
FSA006035	Patricia Hanika Larkin
FSA006036	Pamela Virginia Queen
FSA006037	Fernandor Lamis Sims
FSA006038	Lydia Jane Gearhart
FSA006039	Patrick John Hedger
FSA006040	Derrick Bernard Lockett
FSA006041	Copper Anita Stubbs
FSA006042	April Michelle Thomas

Georgia Board of Funeral Service
Board Meeting September 13, 2016
Professional Licensing Boards Division of the Secretary of State
237 Coliseum Drive, Macon, Georgia 31217

Michael Fowler moved, Nancy Kennedy seconded, and the motion was carried by the Board to ratify the licenses by application and reinstatement that were issued in accordance with Board Rules and Policies.

EXECUTIVE SESSION:

W T Edmondson moved, William Bowen seconded, and motion was carried by the Board to enter into Executive Session in accordance with O.C.G.A. §§ 43-1-19(h) and 43-18, for the purpose of conducting applicant appointments, discussing and reviewing applications, complaint cases, and the Attorney General's report.

At the conclusion of 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.

W T Edmondson moved, William Bowen seconded, and the motion was carried by the Board to ratify the following recommendations made during Executive Session:

Appointments:

Appearance # 2634184 Southside Mortuary Inc., change FDFCC to Ellery Jarvis Johnson, approved.

Appearance # 2635127 Poteet Funeral Home Inc. South, change FDFCC to Sean M. Gillen, approved.

Appearance # 2632255 W.M., tabled for applicant to research disputed GCIC report.

Appearance # 2630786 Janaza Services of Georgia Inc., new Funeral Establishment, approved.

Appearance # 2636887 Collins Family Mortuary, change FDFCC to Derik B. McDowell, approved.

Appearance # 2637224 Henry-Cochran Funeral Home, change FDFCC to Oscar C. Henry, approved.

Appearance # 2637227 Cochran Funeral Home, change FDFCC to Brandon S. Burkhead, approved.

Appearance # 2637790 Mountain View Cremation Service, New Facility, approved.

Applications:

Application # 2634187 E.J.B. Funeral Director / Embalmer, license by reciprocity or endorsement denied, does not qualify.

Application # 2634522 J.L.S. Funeral Director / Embalmer, answered "no" to criminal history, GCIC report differs. Tabled for an appearance.

Application # 2635405 Tonya L. Jenkins, Funeral Director & Embalmer, approved.

Application # 2629069 L.V.E., Funeral Director & Embalmer, reciprocity or endorsement, tabled - needs proof of 2015 practice / employment.

Application # 2636164 D.R.E., Funeral Director reinstatement – denied – does not have embalmers license. *

Georgia Board of Funeral Service
Board Meeting September 13, 2016
Professional Licensing Boards Division of the Secretary of State
237 Coliseum Drive, Macon, Georgia 31217

Application # 2636166 M.R.P.E., Funeral Director reinstatement – denied – does not have embalmers license. *

Application # 2633978 Randall S. Cole, Funeral Director / Embalmer – reinstatement – approved.

Application # 2637373 M.O. Funeral Director / Embalmer, answered no to criminal history, GCIC report differs. Tabled for an appearance.

Application #2637895 Cornell W, Robinson II, reinstate Funeral Director / Embalmer licenses – approved. No exam required.

Application # 26237899 Samuel A. Ware Funeral Director / Embalmer, reinstatement approved for exam.

Application #2638003 Darrin L. Wolfe, Funeral Director & Embalmer, reinstatement – approved.

*FEST001832 Must submit new FDFCC application; fine issued and public consent order required.

Complaints:

FUN170025 Tabled – refer to Inspections for statement from owner and copy of contract authorizing cremation. Verify interim FDFCC.

FUN170023 Close with letter to complainant.

FUN170026 Refer to Vital Records and close.

FUN160167 Tabled – refer to Investigations to confirm refund was received, otherwise bring before the Board.

FUN160176 Tabled – refer to Inspections for a copy of 9/22/15 price list.

FUN160172 Close - resolved.

FUN160143 Close with a letter of concern to properly inform families of preparation prior to transport.

FUN170034 Closed until legal matters are completed.

FUN170024 Referred to Reagan Dean to obtain statements from owner and FDFCC.

FUN170029 Tabled – referred to investigations regarding aiding and abetting.

FUN170008 Close upon receipt of written statement – Carla Murray to obtain.

FUN170007 Close upon confirmation from complainant death certificate received.

FUN170001 Close with a letter of concern regarding written authorization to embalm.

FUN170005 Close with a strong letter of concern to FDFCC and Funeral Home regarding authorization to pick up and release body.

FUN150074 Close – no jurisdiction.

Georgia Board of Funeral Service
Board Meeting September 13, 2016
Professional Licensing Boards Division of the Secretary of State
237 Coliseum Drive, Macon, Georgia 31217

FUN120170 Close if consent order is accepted, otherwise proceed with a hearing in November. Michael Fowler recused.

FUN170041 Reagan Dean to confirm if pre-need funds can be frozen. W.T. Edmondson and Nancy Kennedy recommended release of information to Secretary of State to exercise authority over pre-needs funds.

Attorney General's Report:

Tom Lord motioned, Joe Westbury seconded, and the Board voted to accept the Attorney General's report as presented in Executive Session; Michael Fowler recused regarding FUN120170.

OPEN 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)	Points
International Order of the Golden Rule	Invitational Roundtable	3
National Funeral Directors Association - Brookfield, WI	Arranger Training	8
National Funeral Directors Association - Brookfield, WI	Certified Crematory Operator	7
National Funeral Directors Association - Brookfield, WI	Investing in Key Employees	1
National Funeral Directors Association - Brookfield, WI	Playing with a Full Deck	1
National Funeral Directors Association - Brookfield, WI	Update on VA Burial Benefits	1
Matthews International – Shelly McCosh	Approve new instructor for courses currently active	

Consent Orders:

Michael Fowler moved, Tom Lord seconded, and the motion carrier by the Board to approve the following orders:

Name	Complaint #	Docket #	Location
C A Reid Sr. Memorial Crematory	FUN170011	2016-1630	Augusta
Watkins Funeral Home-McDonough	FUN160126	2016-1631	McDonough
Meadows Mortuary Inc.	FUN160020	2016-1632	Atlanta
Private Consent Order	FUN170012	2016-1690	Rome

Georgia Board of Funeral Service
Board Meeting September 13, 2016
Professional Licensing Boards Division of the Secretary of State
237 Coliseum Drive, Macon, Georgia 31217

Orders to Accept Fine Monies:

Name	Complaint #	Docket #	City	Amount Accepted
Thomas Memorial Funeral Home	FUN170013	2016-1606	Cuthbert	\$100
Watkins Funeral Home-McDonough Chapel	FUN160126	2016-1607	McDonough	\$250
Dawson's Mortuary Inc.	FUN160133	2016-1608	Warrenton	\$250
A E Carter Funeral Home Inc.	FUN140030		Madison	\$50
C W Phelps Funeral Home	FUN150157		Elberton	\$2,500
Bentley Carson Memorial Funeral Home	FUN160146	2016-1617	Cordele	\$200
SouthEast Death Care & Cremation Services	FUN160047		Savannah	\$200
Evans-Skipper Funeral Home	FUN160041	2016-0792	Donalsonville	\$50
R W Andrews Mortuary	FUN160029		Atlanta	\$400
Merritt Funeral Home	FUN150147		Blakely	\$1,050
J L Litman Memorial Funeral Service	FUN160002		Albany	\$200
Hodges Funeral Home	FUN170015	2016-1531	Metter	\$100
Collins Family Mortuary	FUN160154	2016-1713	Bainbridge	\$100
Williamson Mortuary, LLC	FUN170022	2016-1746	Riverdale	\$200
Brown & Young Home of Funerals	FUN170027	2016-1762	Lithonia	\$200
W D Lemon & Sons Funeral Home Inc.	FUN170017	2016-1712	Morrow	\$500
Total OAFM				\$6,350

90 Day Grace Period Request:

William Bowen moved, Michael Fowler seconded, and the carrier to approve the following 90-day grace period requests:

Name	License #	Location	Decision
Durden-Hudson Funeral Director Inc. 2 nd request	FEST001675	Swainsboro	Approved
Chapman Funeral Home – 2 nd req.	FEST001770	Swainsboro	Approved

Other Business:

Michael Fowler moved, William Bowen seconded, and the motion carrier by the Board to approve the following Open Records Request:

Davis & Watkins Funeral Home – FEST001907 for any and all public documents as allowed under the law.

Georgia Board of Funeral Service
Board Meeting September 13, 2016
Professional Licensing Boards Division of the Secretary of State
237 Coliseum Drive, Macon, Georgia 31217

Michael Fowler moved, Tom Lord seconded, and the motion carrier by the Board to approve the following requests to lift probation:

Marcus Wimby – FD003096 Edwards Soles – FD004195 Brenae Dorch – FD004822

Proposed Rule changes 250-5-.09, 250-6-.05, and 250-6-.08 – ongoing process, Tom Lord to be advised of any changes.

In Their Honor Transport – Reagan Dean will investigate and bring information back to the Board.

Question regarding Issuing Death Certificates: If natural causes Death Certificate should be available within 1 week. Extenuating circumstances can delay issuing the certificate for extended periods of time.

Global Atlantic Financial Group – Board reviewed the information received and referred to Reagan Dean to review and confirm legality. Refer to the Insurance Commissioner.

D.P. – open a complaint and refer to Investigators to determine where the pre-need funds are.

The next meeting of the Georgia Board of Funeral Service will be held Tuesday, October 11, 2016 at 10:00 a.m. at 237 Coliseum Drive, Macon, Georgia.

There being no further business, Chair Hightower declared the meeting adjourned at 4:26 p.m.

Minutes recorded by: Sandy Barboza, Board Support Specialist

Minutes reviewed and edited by: La Trenda Tyler-Jones, Executive Director

Minutes approved on October 11, 2016


Bryant Hightower, Chair


La Trenda Tyler-Jones, Executive Director

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 **September 13, 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 13th
Day of SEPTEMBER, 2016
Deborah A. Horton
Notary Public
My Commission Expires: FEB. 14, 2017

