

**Georgia State Board of Funeral Service
Board Meeting
February 10, 2009**

A meeting of The Georgia State Board of Funeral Service was held on February 10, 2009 at 237 Coliseum Drive, Macon, Georgia. David Roach, Chairman, called the meeting to order at 10:00 a.m.

A quorum was established with members present being: David Roach, Chairman; Linda Ware, Vice Chair; Draper Watson; Thelon Hamby; Terry Daviston; Nancy Kennedy and Lauren McDonald.

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

Terry Daviston moved, Lauren McDonald seconded, and the Board voted to approve the minutes of the January 13, 2009 minutes.

Draper Watson moved, Linda Ware seconded, and the Board voted to ratify the following licenses issued since the January 13, 2009 meeting:

<u>License Number</u>	<u>Name</u>	<u>License Type</u>
EMB004623	Harris, Jerry Paul	Embalmer
FD005033	Harris, Jerry Paul	Funeral Director
FSA004975	Garrett, Jay Todd	Funeral Service Apprentice
FSA004976	Kelly, LaToya Michelle	Funeral Service Apprentice
FSA004977	Young, Crystal Gayle	Funeral Service Apprentice
FSA004978	Walters, Darrell	Funeral Service Apprentice
FSA004979	Cunningham, Courtney Gerard	Funeral Service Apprentice
FSA004980	McInvale, Robin Meadows	Funeral Service Apprentice

Linda Ware moved, Lauren McDonald seconded, and the Board voted to postpone the following hearing appointment due to the licensee being hospitalized. Terry Daviston opposed the motion:

Hearing Appointment

<u>License Number</u>	<u>Name</u>	<u>Time</u>	<u>Decision</u>
FEST001291	Bentley Funeral Home Robert, GA Owner: Calvin J. Bentley	10:00 a.m.	Reschedule

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Mr. Stonewal Ponder was allowed to address the Board regarding a citation received on January 29, 2009 for failure to maintain eight adult caskets in the display room. The Board voted to uphold the original fine.

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

Thelon Hamby moved, Draper Watson seconded, and the Board voted to accept the recommendations made in Executive Session on the following applications:

<u>Application Type</u>	<u>Applicant Name</u>	<u>Recommendation</u>
Name Change	Huey Funeral Home	Approve
Name Change	Pinkston_Roberts Funeral Home Thomson, GA	Approve
Name Change	Hutcheson's Memorial Chapel and Crematory Buchanan, GA	Approve
Funeral Director and Embalmer	J G H	Approve Pending laws and rules exam
Apprentice	Chavous Bernard Johnson	Approve
Reinstatement of Funeral Director and Embalmer License	James Allen	Approve
Reinstatement of Funeral Director License	Anthony Jones, Chatsworth, GA	Approve
Funeral Director	B L B	License by consent order

Thelon Hamby moved, Draper Watson seconded, and the Board voted to accept the recommendations made in Executive Session on the following complaints:

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<u>Complaint Number</u>	<u>Recommendation</u>
FUN090048	Close
FUN090070	Close Refer to Insurance Commissioner's Office & Securities Division.
FUN080033	Close with letter of concern to corporation to discuss FDFCC responsibilities

Thelon Hamby moved, Draper Watson seconded, and the Board voted to accept the following consent order:

<u>License Type</u>	<u>Name</u>
Funeral Director and Embalmer License	Bryan Joseph Melton Tifton, GA

Lauren McDonald moved, Thelon Hamby seconded, and the Board voted to accept the report presented of ongoing cases being handled by the Attorney General's office.

Linda Ware moved, Terry Daviston seconded, and the Board voted to approve the following orders accepting fine money:

<u>Name</u>	<u>City</u>	<u>Violation</u>	<u>Accepted</u>
Crosby Funeral Home	Alma	unsanitary conditions and nonporous sink cover	\$250
J L Litman Memorial Funeral Service	Albany	unsanitary conditions, failure to conspicuously display a current biennial renewal license for the establishment, embalmer, funeral director and/or any apprentices, and failure to have a card in each casket stating pricing information	\$650

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Jacobs Mortuary	Bainbridge	unsanitary conditions	\$200
James R. Barnes Mortuary	Statesboro	failure to maintain eight adult caskets in the display room	\$500
Sellers-Smith Funeral Home, Inc.	Newnan	failure to maintain eight adult caskets in the display room	\$300
Alvie Coes Funeral Home	Unadilla	failure to conspicuously display a current biennial renewal license for the establishment, embalmer, funeral director and/or any apprentices	\$50
Leonard's Funeral Home	Talbotton	failure to maintain a cost of goods & services statement and failure to attach an identification tag and/or label to a deceased human body in the funeral establishment	\$200
Moss-Stovall-Neal Funeral Home, Inc.	Toccoa	failure to screen outside ventilation openings	\$50
Garrer Funeral Home	Louisville	failure to maintain eight adult caskets in the display room	\$100
Fluker Funeral Home	Homerville	failure to maintain one operable hearse and caskets not meeting price information requirements	\$300
Walker Funeral Home	Carrollton	failure to maintain eight adult caskets in the display room and failure to conspicuously display a current biennial renewal license for the establishment, embalmer, funeral director and/or any apprentices	\$150

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Nancy Kennedy moved, Draper Watson seconded, and the Board voted to accept the recommendations made in Executive Session on the following appointments:

<u>Name</u>	<u>Decision</u>
David Meadows	No Show
Samuel Lay	No Show
J C P	Schedule GCIC

<u>Appointment Type</u>	<u>Name</u>	<u>Decision</u>
Board Request	Watkins & Son's Funeral Services – FEST001583 FDFCC-Timothy Watkins	Close case with agreement that sign be removed
Appeal Denial	Rickey Mitchell	Approve
FDFCC Change	Little & Davenport Funeral Home Gainesville, GA Owner: Northeast Georgia Funeral Associates FDFCC: Jerry Cleveland Ward	Cancelled
FDFCC Change	Brannen-Kennedy Funeral Home Reidsville, GA Owner: Brannen-Kennedy Funeral Home, LLC FDFCC: Travis Kane Spivey	Approve under the condition that the FDFCC move his business office to the funeral home location *Thelon Hamby Recused himself from discussion and abstained from the vote.
FDFCC Change	Smalls Funeral Home Guyton, GA Owner: Smalls Funeral Home Inc FDFCC: Troy Lavonce Lawton	Approve
FDFCC Change	Bonaventure Funeral Home Owner: Larry Nicola FDFCC: Steven Alan Stone	Approve

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Linda Ware moved, Thelon Hamby seconded, and the Board voted to accept the recommendations made by the committee on the following continuing education courses:

<u>Program Provider/Sponsor</u>	<u>Course Title</u>	<u>HRS Requested</u>	<u>HRS Approved</u>	<u>DENIED</u>
MKJ Marketing	Receptions “The Advanced Course”	8	8 approved last month	
	Event Planning	8	8	
Dodge Institute for Advanced Mortuary Studies	Helping Grieving Children & Adolescents	1	1	
	Funerals of the United States Presidents	2	2	
	Problem Clinic	2	2	
	A Death in the Family	1	1	
	Whole Body Donation: What You Need to Know	2	2	
	Permission to Embalm	1	1	
	President Lincoln’s Funeral	2	2	
	Hands – On Airbrush Workshop	2	2	
	Hair Restoration	1	1	
	Embalming Roundtable Discussions & Group Reports	2	2	
	Embalming Tricks and Treats	1	1	
	Eye, Lip, & Neck Restoration	2	2	
International Cemetery and Funeral Association	2009 ICCFA Annual Convention and Exposition	17		X Pertains more to cemetarians
Aurora Casket Company	Family Business Conference	12	12	

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	Aurora Plant Tour	1 or 2	1	
	Meeting the Needs of the Cremation Family	2 or 3	2	
	Building Your Family's Trust	2,3 or 4	2	
	Balanced Cremation Arrangement	2	2	
	No Religion Please – Meeting the Challenge	2	2	
	9 + 1 Ways	2 or 3	2	
	Marketing Today & Tomorrow	2 or 3	2	
	Making the Emotional Connection	2, 3 or 4	2	
	Beginning with the End in Mind	3	3	
	Arranger Training	4, 6 or 8	4	
Epsilon Nu Delta Mortuary Fraternity	OSHA Update	1	1	
	Funeral Ethics	1	1	
Georgia Funeral Directors Association and the Independent Funeral Directors of Georgia	Georgia Funeral Service EXPO2009	6	6	
National Funeral Directors Association	Certified Preplanning Consultant (CPC)	8	8	
	Certified Preplanning Consultant (CPC) Self-study	15	15	
	2009 Professional Women's Conference	11	11	
	Creating Meaningful Funeral Experiences	10	10	
	Don't Take the Last Donut: New Rules of Business Etiquette	10	10	
	Ethnic Variations in Dying, Death, and Grief	10	10	
	FatherLoss: How Sons of All Ages Come to Terms with the	10	10	

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	Free Publicity: The Secrets of Getting Covered on the News	10	10	
	Funeral Home Customer Service A-Z	10	10	
	Hands-Off Manager: How to Mentor People and Allow Them to be Successful	10	10	
	Healing the Adult Child's Grieving Heart	10	10	
	Healing a Child's Grieving Heart	10	10	
	Healing a Friend's Grieving Heart	10	10	
	Healing a Teen's Grieving Heart	10	10	
	Healing Your Grieving Heart	10	10	
	Healing Your Holiday Grief: 100 Practical Ideas for Blending Mourning and Celebration During the Holiday Season	10	10	
	Prescriptions for a Healthy Family Business	10	10	
	When All the Friends Have Gone	10	10	
	When Men Grieve	10	10	
	Winning Ways: The Funeral Profession's Guide to Human Relations	10	10	
	Customer Service in an Instant: 60 Ways to Win Customers and Keep Them Coming Back	10	10	
	Grave Matters: A Journey Through the Modern Funeral Industry to a Natural Way of Burial	12	12	
	Traversing the Minefield: Best Practice: Reducing Risk in Funeral-Cremation Service	12	12	
	When Your Pet Dies: A Guide to Mourning, Remembering and Healing	8	0	X
	The End is Just the Beginning: Lessons in Grieving for African-Americans	10	10	
	Living in the Shadow of the Ghosts of Grief	10	10	

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	Traveling through Grief: Learning to Live Again After the Death of a Loved One	10	10	
	The Wilderness of Grief: Finding Your Way	10	10	
	Behavioral Style Selling: Adapting to Consumers	4	4	
	Body Preparation and Practices for Different Religions and Cultures: Jewish, Hispanic, Mormon	4	4	
	Changing Face of Death: How to Deal with the New Demographics, The	4	4	
	Creating the Ultimate Funeral Experience Through Questioning Strategies	4	4	
	Cremation Due Diligence: Four Steps to Protect Your Business	4	4	
	Do Consumers Really Want a One-stop Shop? Forming Co-ops and Mergers with Cemeteries	4	4	
	Legendary Service at the Ritz-Carlton: A Great Fit for Funeral Service	4	4	
	Military Funeral Honors and the Important Role of the Funeral Director	4	4	
	Myths of Grief: What Not to Say to the Bereaved	4	4	
	Pandemic Avian Flu: Is Your Funeral Home Prepared?, The	4	4	
	Potential Legal Issues Related to Embalming	4	4	
	Reinvent Your Cremation Arrangements	4	4	
	Setting Up and Controlling Your Cemetery and Funeral Home Sales Program	4	4	
	What Weddings Teach Funerals about Funeral Planning	4	4	
	You Need Hospice and Hospice Needs You	4	4	
	FTC Compliance Update 2008	4	4	
	Future of Funeral Service: Practical Survival Steps for the Independent Funeral Home, The	4	4	

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	Hispanic Funerals: Need to Know Insights	4	4	
	If Your Buying or Selling a Funeral Home, Timing is Everything	4	0	X
	Internet vs. Your Funeral Home: Legal Issues Created by Technology, The	4	4	
	I Just Don't Understand Them: Resolving Workplace Generational Conflict	4	4	
	Preneed Ethics In Demanding Times	4	4	
	Secrets of Cremation Profitability Revealed	4	4	
	Tips for Marketing A Pet Death Care Business	4	0	X
	What to Do When Families Say "No religion, please"	4	4	
	Art of Facial Reconstruction	4	4	
	Avoiding Sexual Harassment Suits	4	4	
	Embalming Difficult Cases: Donor Cases	10	10	
	FTC Compliance: Handling the General Price List	4	4	
	Restorative Arts: An Artist's Perspective	4	4	
	Your Professional Image	4	4	

Thelon Hamby moved, Draper Watson seconded, and the Board voted on the following items of other business:

	<u>Name</u>	<u>Decision</u>
• CE Exemption	Lawrence Winston Brown	Accept
• Rescind 90 day grace period	Dogwood Hill Crematory	Accept
• Request 90 day grace period	Carter Funeral Home Hinesville, GA	Approve
• Request 90 day grace period	Moore Funeral Home Harlem, GA	Approve
• Request 90 day grace period	Craig R Tremble Funeral Home Pembroke Chapel	Approve
• Board Review of letter	Crosby Funeral Home Inc.	Accept

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Alma, GA

Lauren McDonald moved, Linda Ware seconded, and the Board voted to have Thelon Hamby create a letter that would be sent to violators to verify that the issues surrounding the citation have been remedied and are currently in compliance with Georgia Law and Board Rules.

The next meeting of the Board will be March 10, 2009, at 10:00 a.m. at 237 Coliseum Drive, Macon, GA.

There being no further business, the meeting was adjourned at 1:41 p.m.

Minutes approved at the March 10, 2009 board meeting.