

**Georgia State Board of Funeral Service
Board Meeting
January 12, 2010**

A meeting of the Georgia State Board of Funeral Service was held on January 12, 2010 at 237 Coliseum Drive, Macon, Georgia. Lauren McDonald, Vice Chairperson, called the meeting to order at 10:01 a.m.

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

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

Draper Watson moved, Nancy Kennedy seconded, and the Board voted to approve the minutes of the December 8, 2009 meeting.

Thelon Hamby moved, Draper Watson seconded, and the Board voted to ratify the following licenses issued since the December 8, 2009 meeting:

1.	EMB004670	Savelle, Virginia M	Embalmer	Cochran
2.	EMB004671	Mantooth, Grant Alan	Embalmer	Dalton
3.	FD005081	Savelle, Virginia M	Funeral Director	Cochran
4.	FEST001745	Floral Hills Funeral Home and Cremation Services	Funeral Establishment	Tucker
5.	FEST001746	Cox-Ware Funeral Home	Funeral Establishment	Bainbridge
6.	FEST001747	Harden Funeral Home LLC	Funeral Establishment	Cedartown
7.	FEST001748	Family First Funeral Home	Funeral Establishment	Thomaston
8.	FSA005080	Gilreath, Darci Marie	Funeral Service Apprentice	Conyers
9.	FSA005081	Lord, James Lowell	Funeral Service Apprentice	Commerce
10.	FSA005082	Poole, David Phillip, Jr	Funeral Service Apprentice	Dublin
11.	FSA005083	Stephens, LaToya	Funeral Service Apprentice	Cartersville
12.	FSA005084	Brown, Anthony Berdett	Funeral Service Apprentice	Albany
13.	FSA005085	Nelson, Billie Anne	Funeral Service Apprentice	Sylvania

<p align="center">Georgia State Board of Funeral Service Board Meeting January 12, 2010</p>
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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 Lauren McDonald, Vice Chairman Draper Watson, Nancy Kennedy, Terry Daviston, and Thelon Hamby. The Board concluded Executive Session in order to vote on the matters discussed and to continue with the public session.

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

1.	10:00 a.m.	1211547	Trade Embalmer	Eddie Pettis - Supervising Trade Embalmer Claudia Lee Watkins - Apprentice Applicant	Approve
2.	10:00 a.m.	1193610	Trade Embalmer	Eddie Pettis - Supervising Trade Embalmer Diane Jordan - Apprentice Applicant	Approve
3.	10:00 a.m.	1214401	FDFCC	Tim Stewart Funeral Home, Inc. Proposed FDFCC: William Lanier Leeks Owner: Tim Stewart	Approve
4.	10:15 a.m.	1215818	FDFCC	Carmichael-Hemperley Proposed FDFCC: Teddy Lee Davidson Owner: SCI Georgia Funeral Services, Inc.	Approve
5.	10:15 a.m.	1210684	New Establishment	M L King Eastside Chapel - Albany, GA Proposed FDFCC: Tawanda Thomas-Taylor Owner: Nathaniel Payne	Approve
6.	10:30 a.m.	1217810	FDFCC	Williams F H Of Augusta Inc Proposed FDFCC: Renata Williams Boston	Approve establishment Approve FDFCC
7.	10:30 a.m.	1215615	FDFCC	Williams Funeral Home Inc. Proposed FDFCC: Russell James Page	Approve
8.	10:45 a.m.	1217051	New Establishment	McDuffie Funeral Home Proposed FDFCC: Carolyn Coley Bray	Approve

<p style="text-align: center;">Georgia State Board of Funeral Service Board Meeting January 12, 2010</p>

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

1.	Johnson, Reginald Lamont	1216899	Apprentice	Marietta, GA	Denied Establishment under probation
2.	Stocks, Delores	1218068	Funeral Director	Atlanta, GA	Denied
3.	Spain, John Thomas	1212205	Funeral Director	Vidalia, GA	Send written notification advising that he must submit notarized letter from previous employer
4.	Johnson, Ellery	1213907	Apprentice	College Park, GA	Approve

Nancy Kennedy moved, Draper Watson seconded, and the Board voted to accept complaint and compliance issues.

Complaints:

• FUN080097	Issue Cease and Desist order for aiding and abiding funeral establishment and Send Licensee to Attorney General's office for revocation of funeral director license
• FUN080104	Issue Consent Order with 2 years probation, \$500 fine and refund to family for failure to render services
• FUN100055	Close, civil matter
• FUN100057	Schedule Cognizant Interview for FDFCC at next meeting
• FUN100060	Refer to Securities Division for co-mingling money, request disposition from Securities and close
• FUN100061	Deny reinstatement of Apprentice license and issue cease and desist for unlicensed practice; issue consent order to FDFCC and establishment with 2 years probation clearly stating there should be no inspection violations and no apprentices at this establishment during probationary period.

<p align="center">Georgia State Board of Funeral Service Board Meeting January 12, 2010</p>
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• FUN100062	Close
• FUN100064	Send to Attorney General's office for consent order, \$500 fine, 2 years probation and monthly death certificate reports sent to the Board office and the local Vital Records office.
• FUN100079	*((\$250/month for 9 months for both) Fine \$2250 for establishment and \$2250 for FDFCC with consent order and 2 years probation for both to be accepted upon receipt

Orders Accepting Fine Money:

J L Litman Memorial Funeral Service	Albany	Wall Cert & current renewed license	\$50	Accept
Wimberly & Jackson Funeral Home, Inc.	Gainesville	Ventilation, Embalming room used only for embalming of dead human bodies	\$400	Accept
Anderson & Marshall Funeral Home	Manchester	Instruments & tables sanitary & clean, Embalming room used only for embalming of dead human bodies	\$400	Accept
Victory Memorial Chapel	Sylvester	Eight Adult caskets in display room	\$100	Accept
Reno Tapley Mortuary	Swainsboro	Eight Adult caskets in display room	\$100	Accept
Bentley Funeral Home	Roberta	Sanitary Floors & Walls	\$200	Accept

<p style="text-align: center;">Georgia State Board of Funeral Service Board Meeting January 12, 2010</p>

Draper Watson moved, Terry Daviston seconded, and the Board voted to approve the following Continuing Education courses:

Program Provider/Sponsor	Course Title	HRS Requested	HRS Approved
360Training.com	HIVAIDS and Public Health Issues	0	0
	Infection Protection	0	0
Elite CME, Inc.	10 Hour Continuing Education Course for Funeral Directors and Embalmers	10	10
	Religion and the Funeral Director	2	2
	Funeral Services: Interpersonal Skills and Communication	3	3
	Formaldehyde Monitoring	1	1
	HIV/AIDS – Communicable Diseases & OSHA Bloodborne Pathogens Standard	2	2
	Complying with the Federal Trade Commission Rules	1	1
	Professional Ethics	1	1
	Complying with the Funeral Rule	3	3
	Employment Law	3	3
	Dealing with Difficult People and Situations	3	3
	Formaldehyde Monitoring Update	2	2
	Preneed Sales	3	0
	The Americans with Disabilities Act	3	3
	Professional Ethics	2	2
International Cemetery, Cremation and Funeral Association	2010 ICCFA Annual Convention and Exposition	19	19
MKJ Marketing	MKJ Marketing's 2010 Beaver Creek Seminar: Improving Your Funeral Business	18	18
NFDA	2010 Cana & FDA Spring Cremation Symposium	16	16

<p align="center">Georgia State Board of Funeral Service Board Meeting January 12, 2010</p>
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	ADA Employer Compliance: Title I of the Americans with Disabilities Act	3	3
	Communicable Diseases: What Every Funeral Home Must Know	3	3
	Conflict Management for Funeral Directors: Successful Interpersonal Communication Practices	4	4
	Controlling Your Accounts Receivable	3	3
	Embalming the Obese Case	3	3
	Professional Ethics in Funeral Service: NFDA's Code of Professional Conduct	1	1
	Serving Hispanic Families	4	4
	Time for Your Annual Check-up: Financial Statements and Preneed Analysis	3	3
	Understanding a Child's Grief	3	3
	Understanding Adult Grief: Developing Ways to Help adults on Their Grief Journeys	4	4
	Understanding the Practice of the FTC Funeral Rule	3	3
	Wage and Hour Laws for Funeral Home Employers	3	3
	Delegating	2	2
	Essential Skills of Communicating	2	2
	Essential Skills of Leadership	2	2
	Improving Work Habits	2	2
	Managing Complaints	2	2
	Professionalism in the Office	2	2
	Providing Performance Feedback	2	2
	Supporting Change	2	2
	Guaranteed Funerals: Is Preneed Right for You?	2	2

<p align="center">Georgia State Board of Funeral Service Board Meeting January 12, 2010</p>
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	Risk Management: Controlling Liability Risk for Small Businesses	2	2
	Recession – Friendly Ideas to Accelerate Innovation at Your Firm	1	1
	Creating Meaningful Funeral Experiences	10	10
	Customer Service in an Instant: 60 Ways to Win Customers and Keep Them Coming Back	10	10
	Ethnic Variations in Dying, Death, and Grief	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 a Child's Grieving Heart	10	10
	Healing a Friend's Grieving Heart	10	10
	Healing a Teen's Grieving Heart	10	10
	Healing the Adult Child'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
	Traversing the Minefield: Best Practice: Reducing Risk in Funeral-Cremation Service	12	12
	When All the Friends Have Gone	10	10
	Winning Ways: The Funeral Profession's Guide to Human Relations	10	10
	100 Ways to Motivate Others	10	10
	Boom! 7 Choices for Blowing the Doors off Business-As-Usual	10	10
	Cry Until You Laugh: Comforting Guidance for Coping with Grief	10	10
	Think Like a Marketer	10	10

<p align="center">Georgia State Board of Funeral Service Board Meeting January 12, 2010</p>
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	Understanding Your Suicide Grief	10	10
	Capitalizing On Kindness: Why 21 st Century Professionals Need To Be Nice	10	10
	Building Customer Loyalty From the Inside Out	10	10
	The Eight Building Blocks for Creating a Sustainable Closely Held Company	10	10
	Body Preparation and Practices for Different Religions and Cultures: Jewish, Hispanic, Mormon	4	4
	Creating the Ultimate Funeral Experience Through Questioning Strategies	4	4
	Hispanic Funerals: Need to Know Insights	4	4
	If Your Buying or Selling a Funeral Home, Timing is Everything	4	4
	Internet Age vs. Your Funeral Home: Legal Issues Created by Technology, The	4	4
	Legendary Service at the Ritz-Carlton: A Great Fit for Funeral Service	4	4
	Setting Up and Controlling Your Cemetery and Funeral Home Sales Program	4	0
	Tips for Marketing A Pet Death Care Business	4	0
	Does Formaldehyde Cause Cancer? NFDA's Formaldehyde Best Management Practices Can Protect You	4	4
	Ethical Thinking in Today's World	4	4
	FTC Funeral Rule Staff Training	4	4
	GPL Funeral Packages – Doing Them Right	4	4
	Prepare for the New Employment Regulations	4	4
	With the Push to Cremate: 5 Reasons to Encourage Viewing and Ritual	4	4
	Art of Facial Reconstruction	4	4
	Avoiding Sexual Harassment Suits	4	4
	Embalming Difficult Cases: Donor Cases	10	10

<p align="center">Georgia State Board of Funeral Service Board Meeting January 12, 2010</p>
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	FTC Compliance: Handling the General Price List	4	4
	Restorative Arts: An Artist's Perspective	4	4
	Your Professional Image	4	4
FuneralReview.Com	Graystone Conference 2010	13.75	13.75
GFSPA	"Fight Fraud with the Red Flag Rule"	2	2
South Caroline Funeral Directors Association	23 rd Mid-Winter Conference and Expo	6	6
Selected Independent Funeral Homes	Selected Independent Funeral Homes 2010 Group Meeting Series	6	6

Draper Watson moved, Nancy Kennedy seconded, and the Board voted as follows on the following items of other business:

• <u>2nd Grace Period</u>	Community Funeral Home of Pike Zebulon, GA FEST001576	Approve
• <u>2nd Grace Period</u>	Peoples Funeral Home Augusta, GA FEST000283	Approve
• <u>1st Grace Period</u>	Hicks Funeral Home Elberton, GA FEST000178	Approve
• <u>1st Grace Period</u>	Dogwood Hill Crematory Covington, GA CREM000068	Approve
• <u>Invitation to Annual State Convention</u>	Georgia Funeral Practitioners Association, Inc.	Send letter notification will be sent by March 2010

<p style="text-align: center;">Georgia State Board of Funeral Service Board Meeting January 12, 2010</p>

The next meeting of the Board will be February 9, 2010, at 10:00 a.m. at 237 Coliseum Drive, Macon, GA.

There being no further business, the meeting was adjourned at 12:50 p.m.

Minutes were approved at the February 9, 2010 board meeting.