

Georgia State Board of Funeral Service

Board Meeting

September 13, 2011

A meeting of the Georgia State Board of Funeral Service was held on September 13, 2011 at the Professional Licensing Boards office in Macon, GA. Chairman Terry Daviston called the meeting to order at 10:03 a.m.

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

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

Newly appointed board member, R. Bryant Hightower of Bremen, Georgia was welcomed by the Board.

Approval of Minutes:

Thelon Hamby moved, Lauren McDonald seconded, and the Board voted to approve the minutes of the August 9, 2011 meeting.

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

Applications:

Thelon Hamby moved, Bryant Hightower seconded, and the Board voted to ratify the following licenses issued since the August 9, 2011 meeting:

1.	EMB004739	Salmon, Raymond Sherold, III	Embalmer	Rome	GA
2.	EMB004740	Woods, Matthew Joseph	Embalmer	Colquitt	GA
3.	EMB004741	Jones, Kelsa L	Embalmer	Fayetteville	GA
4.	EMB004742	Grubbs, Justin Mays	Embalmer	Fairburn	GA
5.	EMB004743	Truesdale, Kellye Raja	Embalmer	Charlotte	NC
6.	EMB004744	Croft, Samuel Chase	Embalmer	Buchanan	GA
7.	EMB004745	Adams, Willinda Angionette	Embalmer	Atlanta	GA
8.	EMB004746	Scott, Curtis Cedric	Embalmer	Lawrenceville	GA

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9.	FD005148	Salmon, Raymond Sherold, III	Funeral Director	Rome	GA
10.	FD005149	Woods, Matthew Joseph	Funeral Director	Colquitt	GA
11.	FD005150	Jones, Kelsa L	Funeral Director	Fayetteville	GA
12.	FD005151	Grubbs, Justin Mays	Funeral Director	Fairburn	GA
13.	FD005152	Truesdale, Kellye Raja	Funeral Director	Charlotte	NC
14.	FD005153	Croft, Samuel Chase	Funeral Director	Buchanan	GA
15.	FD005154	Adams, Willinda Angionette	Funeral Director	Atlanta	GA
16.	FD005155	Scott, Curtis Cedric	Funeral Director	Lawrenceville	GA
17.	FEST001797	Smalley's Mortuary	Funeral Establishment	Vidalia	GA
18.	FEST001798	Watkins Funeral Home	Funeral Establishment	Griffin	GA
19.	FEST001799	Hopkins Mortuary	Funeral Establishment	Thomasville	GA
20.	FEST001800	Cloud Funeral Home	Funeral Establishment	Cairo	GA
21.	FSA005284	Ryan, Robert Anderson, III	Funeral Service Apprentice	Trenton	GA
22.	FSA005285	McAlpin, Monica McElroy	Funeral Service Apprentice	Tallapoosa	GA
23.	FSA005286	Watkins, Mary Elizabeth	Funeral Service Apprentice	Griffin	GA
24.	FSA005287	Stamey, Herman Lane	Funeral Service Apprentice	Rome	GA
25.	FSA005288	Jenkins, James Anthony, Jr	Funeral Service Apprentice	Savannah	GA
26.	FSA005289	Ryan, Steven Lawrence	Funeral Service Apprentice	Trenton	GA
27.	FSA005290	Scarborough, Jerry Eugene	Funeral Service Apprentice	Lagrange	GA
28.	FSA005291	Parsell, Kelsey NMN	Funeral Service Apprentice	Forest Park	GA
29.	FSA005292	Miller, Jonathan Scott	Funeral Service Apprentice	Atlanta	GA
30.	FSA005293	Murphy, Jennifer L	Funeral Service Apprentice	Marietta	GA
31.	FSA005294	Barber, Edwin Newton, Jr	Funeral Service Apprentice	Marietta	GA
32.	FSA005295	Hice, Luther Eugene	Funeral Service Apprentice	Marietta	GA
33.	FSA005296	Hice, Jana S	Funeral Service Apprentice	Marietta	GA
34.	FSA005297	Williams, James Robert	Funeral Service Apprentice	Warner Robins	GA
35.	FSA005298	Whitley, Marshall Jairus	Funeral Service Apprentice	Americus	GA
36.	FSA005299	Deguisseppi, Mary Ellen	Funeral Service Apprentice	Eatonton	GA
37.	FSA005300	Goodwin, Eddie Dwayne	Funeral Service Apprentice	Jasper	GA

Thelon Hamby moved, Bryant Hightower seconded, and the Board voted to approve the following requests for appointment as Funeral Director in Full & Continuous Charge:

- 1313535 Cox-Ware Funeral Home Bainbridge, GA
FDFCC: Archie Andrew Cadwell

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- 1313539 Parnick Jennings Funeral Home & Cremation Service
FDFCC: John Thomas Spain Cartersville, GA
- 1313680 Guyton Brothers Funeral Home
FDFCC: Larry Battle Bainbridge, GA
- 1314015 Heritage Memorial Funeral Home
FDFCC: Kenneth Smith Warner Robins, GA
- 1314716 Couey-Reece-Stanley Funeral Home
FDFCC: C. Stewart Couey Gordon, GA
- 1723405 McLane Lakewood Funeral Home
FDFCC: Walter Tyson McLane Lake Park, GA
- 1723414 Carson McLane, Inc.
FDFCC: John Brittain McLane Valdosta, GA

Thelon Hamby moved, Bryant Hightower seconded, and the Board voted to approve the following request for appointment as Funeral Director in Full & Continuous Charge. Lauren McDonald opposed the motion:

- 1723647 Miller's Family Mortuary Inc
FDFCC: Keith Garrett Stone Griffin, GA

Thelon Hamby moved, Bryant Hightower seconded, and the Board voted to approve the following request for appointment as Funeral Director in Full & Continuous Charge. David Roach recused himself:

- 1726725 West Cobb Funeral Home and Crematory
FDFCC: Christopher A. Messina Marietta, GA

Thelon Hamby moved, Bryant Hightower seconded, and the Board voted to approve the following applicants for licensure:

- Haynes and Thomas Funeral Home 1726722 Funeral Establishment Warrenton, GA
- A .S. Turner & Sons Crematory 1284917 New Crematory Establishment Decatur, GA

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Thelon Hamby moved, Bryant Hightower seconded, and the Board voted to approve the following applicant for licensure by consent agreement:

- 1727092 F F H

The consent order provides for a public reprimand, a \$500 for the facility, a \$500 fine for the Funeral Director in Full and Continuous Charge, 24 months probation for the Funeral Director in Full and Continuous Charge and 24 months probation for the establishment.

Thelon Hamby moved, Bryant Hightower seconded, and the Board voted to approve the following applicant for licensure by consent agreement:

- 1728950 B F H

The consent order provides for a public reprimand, a \$500 for the facility, a \$500 fine for the Funeral Director in Full and Continuous Charge, 24 months probation for the Funeral Director in Full and Continuous Charge and 24 months probation for the establishment.

Thelon Hamby moved, Bryant Hightower seconded, and the Board voted to deny the following applicants for licensure:

- Tremaine Jordan 1314296 Funeral Service Apprentice Snellville, GA
- James Pierson 1723868 Embalmer Albany, GA
1723872 Funeral Director

Thelon Hamby moved, Bryant Hightower seconded, and the Board voted to accept the report of pending cases presented by the Attorney General.

Thelon Hamby moved, Bryant Hightower seconded, and the Board voted to accept upon receipt, a voluntary surrender of license regarding the following case:

- FUN110106

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Thelon Hamby moved, Bryant Hightower seconded, and the Board voted to accept the Cognizant Member's recommendations on the following cases:

FUN110043	Send to Enforcement to request a General Price List and a copy of every contract for the months of June and July 2011
FUN110082	Close
FUN110090	Close with letter of concern. See cognizant report for details
FUN110104	Close
FUN110112	Close
FUN110122	Close, send letter of concern to Funeral Director In Full and Continuous Charge about carrying out the responsibilities of a Director that serves as the Funeral Director In Full and Continuous Charge
FUN120014	If the establishment does not submit a name change application, issue a voluntary C&D
FUN120015	Close
FUN120024	Send to Attorney General if payment is not received. Also schedule follow-up inspection in 3 months to see if violations have been corrected
FUN120025	Send to Attorney General's Office for revocation
FUN120026	Approve license by consent agreement with \$1000 fine and 2years probation

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FUN120027

Close no further action

Thelon Hamby moved, David Roach seconded, and the Board voted to accept the following orders to receive fine money for inspection violations:

- Smalley's Mortuary of Vidalia, GA: \$100 for a second inspection request, after the initial inspection resulted in a failed inspection.
- Speer & Speer Funeral Home of McDonough, GA: \$100 for failure to maintain a minimum of 8 adult caskets within the display room on the premises of the establishment.
- Jones-Habersham Funeral Home of Swainsboro, GA: \$250 for failure to maintain the sanitary and clean condition of each embalming room, including all instruments and tables and use of the embalming room for purposes other than the embalming of dead human bodies and failure to conspicuously display a current biennial renewal license for the establishment, embalmer, funeral director and any apprentices.
- Frye Funeral Home of Nahunta, GA: \$50 for failure to conspicuously display a current biennial renewal license for the establishment, embalmer, funeral director and any apprentices.

Thelon Hamby moved, Draper Watson seconded, and the Board voted to ratify the following cease and desist orders issued for unlicensed practice:

- | | |
|---|------------|
| • Castellaw Funeral Home | Smyrna |
| • Earnest Habersham
Jones-Habersham Funeral Home | Swainsboro |
| • Fox & Weeks Funeral Directors | Savannah |
| • Fox & Weeks Funeral Directors, Inc. | Savannah |
| • Fox & Weeks Funeral Directors
Island Chapel | Savannah |
| • Kregg L. Close | Bainbridge |

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Thelon Hamby moved, Bryant Hightower seconded, and the Board voted to approve the following continuing education courses:

Program Provider/Sponsor	Course Title	HRS Requested	HRS Approved
NFDA Kathleen Walczak 13625 Bishop's Drive Brookfield, WI 3005-6607 800-228-6332 262-789-6977 fax	Organ Donation: Hear the Other Side of the Story	1	1
	NFDA International Convention & Expo Workshops		
	Introduction to Alkaline Hydrolysis: Understanding the Process and Procedure	2	2
	Reconstructive Techniques for Facial Repair of Trauma	4	4
	Are you in the Disposal Business or the Disposition Business?	1	1
	Canadians Do Cremation Right	1	1
	Ideas Exchange Power-Hour: Ignite Innovation in 60 Minutes	1	1
	Marketing Your Cemetery: Connecting With Your Community	1	1
	Mastering Communication Between the Embalmer and Management	1	1
	30+ Innovative Price Offerings	1	1
	Cremation Statistics and Projections	1	1
	Gender and Ethical Concerns in Funeral Service	1	1
	Serving Veterans: Information You Need to Know	1	1
	Alkaline Hydrolysis: Knowledge and Experience	2	2
	Handling Claims, Litigation and Regulatory Investigation	2	2
	Is Preneed the iPad or the Edsel of Funeral Service	2	2
	Smart Phones.....Smarter Business	2	2

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	Taking Off the Blinders: Building the Service Experience that REALLY Builds the Business	2	2
	Economics and Advantages of Owning and Operating a Crematory	1	1
	Ethics: Negative Consequences – Positive Results	1	1
	Google's Changes, Facebook Obits and Smartphone Shoppers: Consumer Shift	1	1
	Professional Burnout Prevention: Recognize It and Reverse It	1	1
	Understanding the Standards of Arlington National Cemetery	1	1
	Advertising Strategy in a Challenging Economy	1	1
	Demystifying Succession Planning: How to Preserve the Family Business	1	1
	OSHA Regulatory Compliance Matters	1	1
	Professional Presence: An Image or Excellence	1	1
	The Difference is in the Details	1	1
	Opening Session: The Pursuit of Happyness	1	1
	Developing customer Loyalty in the Digital Age	2	2
	Managing Mass Fatality Situations	2	2
	Real Directors, Real Technology, Real Results	2	2
	Small Town America in the Aftermath of Tragedy	2	2
	The New Consumer: You Can't Connect with Your Customers if you Don't Know Who They are	2	2
	Cremation in Europe	1	1
	Difficult Case Embalming and Creating a Smile	1	1
	Employee Motivation and Morale: Getting Results Through People	1	1

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	Formaldehyde-Health Effects, Precautions and its Future: An Update	1	1
	Anatomy of a Cremation Machine	2	2
	Mystery Shopping Funeral Homes: Inside the Mind of the Consumer	2	2
	Online Marketing for Funeral Service	2	2
	Upping Your Game: What to Do When the Competition Levels the Playing Field	2	2
	Closing Session: Insights from JFK to RFK to OJ	1	1
	Exhibits	1	1
	VA National Cemeteries: Fulfilling the Final Promise of Care	1	1
GFDA Georgia Funeral Directors Association Alysia McDonald English P.O. Box 1865 Roswell, GA 30077	GFDA 2011 District Meetings	2	2
MKJ Marketing Krystal Casey 1501 Belcher Road South Building B Largo, FL 888-655-1566 kcasey@mkjmarketing.com	The Value of a Funeral	7	7
GFDA Georgia Funeral Directors Association Alysia McDonald English P.O. Box 1865 Roswell, GA 30077	GFDA 2011 District Meetings	2	2

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Thelon Hamby moved, Nancy Kennedy seconded, and the Board voted to approve the following requests for grace periods to replace the facilities' Funeral Director in Full and Continuous Charge:

- Bridges Funeral Home Athens
- Pope Dickson & Son Jonesboro
Jonesboro Chapel
- Baxley Funeral Home Baxley

Thelon Hamby moved, Nancy Kennedy seconded, and the Board voted to table the following request for grace periods to replace the facilities' Funeral Director in Full and Continuous Charge and refer the ownership documents submitted to the Attorney General's office for guidance in the matter:

- W J L
E C
M F H

Thelon Hamby moved, Lauren McDonald seconded, and the Board voted to deny a request to retain previously accumulated apprenticeship hours to count towards a new apprenticeship license number for the following:

- Latosha S. Moorman Dublin, GA

Thelon Hamby moved, Lauren McDonald seconded, and the Board voted to post proposed changes to Board Rule 250-4-.06(1)(b), as follows:

250-4-.06 Board-approved Establishment.

(1) An apprenticeship must be served at a Board-approved establishment. An establishment, to become a Board-approved establishment, must:

- (a) have a valid Georgia funeral establishment license;
- (b) have no ~~outstanding~~ more than one violations in its last ~~three~~ two inspections; and
- (c) submit an application upon which the funeral establishment certifies that it has embalmed an average of at least 30 bodies per year over the preceding five years. Funeral establishments which have been in business for less than five years or averaged less than 30 embalmed bodies per year must have embalmed at least 150 bodies before being reviewed for approval by the Board.

(2) An establishment may qualify for one apprentice for each 30 bodies it embalms each year. An establishment which embalms less than 30 bodies per year may only have one apprentice.

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(3) Approval of an establishment shall be valid for no more than five consecutive years. Re-approval will be considered upon receipt of a new application.

(4) The Board may withdraw approval of an establishment if it deems the establishment to be inappropriate for apprenticeship training. An apprentice serving at an establishment whose approval is withdrawn shall receive notification thereof 60 days prior to the effective date of withdrawal and may not receive credit for any hours served at the establishment after said 60 days. Such apprentice may apply to the Board to serve at an establishment with Board approval without having to pay an additional fee for change of location.

The proposed rule amendment would allow for funeral establishments to have no more than one inspection violation in its last two inspections before withdrawing the establishment's eligibility as a Board approved apprenticeship site.

Thelon Hamby moved, Nancy Kennedy seconded, and the Board voted to approve the following 2012 board meeting dates:

- Tuesday, January 10, 2012
- Tuesday, February 14, 2012
- Tuesday, March 13, 2012
- Tuesday, April 10, 2012
- Tuesday, May 8, 2012
- Tuesday, June 12, 2012
- Tuesday, July 10, 2012
- Tuesday, August 14, 2012
- Tuesday, September 11, 2012
- Tuesday, October 9, 2012
- Tuesday, November 13, 2012
- Tuesday, December 11, 2012

<p style="text-align: center;">Georgia State Board of Funeral Service Board Meeting September 13, 2011</p>

The Board discussed funeral establishments using the word “society” in the establishment name and whether this would constitute a law violation with respect to the operation of a burial society. After much discussion, the issue was tabled for further discussion at the next board meeting. David Roach recommended a committee be formed to further research the Board’s concerns.

The next meeting of the Board will be October 11, 2011, at 10:00 a.m. at the Professional Licensing Boards office in Macon, GA.

There being no further business, the meeting was adjourned at 1:58 p.m.

Minutes were approved at the October 11, 2011 board meeting.