

# Georgia State Board of Funeral Service

## Board Meeting

### January 14, 2014

A meeting of the Georgia State Board of Funeral Service was held on Tuesday, January 14, 2014 at the Professional Licensing Boards office, 237 Coliseum Drive, Macon, GA. Chairman Thelon Hamby called the meeting to order at 10:02 a.m.

A quorum was established with members present being: Thelon Hamby, Chairman; Bryant Hightower, David Roach, Terry Daviston, Lauren McDonald and Michael Fowler.

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

#### **Executive Session:**

Bryant Hightower 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). Lauren McDonald seconded the motion. The motion was carried by Thelon Hamby, Chairman; David Roach, Terry Daviston, Bryant Hightower, Lauren McDonald and Michael Fowler.

#### **Applications:**

Michael Fowler moved, Bryant Hightower seconded, and the Board voted to approve the following applications for a change of Funeral Director in Full & Continuous Charge:

- 2293264 Jeff Eberhart Funeral Home Inc.- **Laura Eberhart**
- 2293951 Peeples Funeral Home – **Jerry Herndon**
- 2307145 Hicks Funeral Home & Cremation Services – **Billy Watson, Jr**
- 2311066 Legacy Funeral Home & Life Center Inc. – **Artvettas Y Doanes Jones**

Michael Fowler moved, Bryant Hightower seconded, and the Board voted to approve the following application for licensure by reciprocity as a Funeral Director & Embalmer:

- 2307427 & 2307431 Ephrain Lewis George

Michael Fowler moved, Bryant Hightower seconded, and the Board voted to approve the following application for licensure by reciprocity as a Funeral Director:

- 2308886 Tawanna M Johnson

Michael Fowler moved, Bryant Hightower seconded, and the Board voted to refer the following application to the Attorney General's Office for a Consent Order with probation for the length of the apprenticeship. Terry Daviston recused himself from discussion and abstained from the vote.

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- 2302017 B M S

Michael Fowler moved, Bryant Hightower seconded, and the Board voted to uphold previous decision to deny application for Funeral Director & Embalmer Reciprocity:

- 1841035 & 1824862 M H

Michael Fowler moved, Bryant Hightower seconded, and the Board voted to uphold previous decision to deny application for new establishment:

- 2284556 R C & F S

Michael Fowler moved, Bryant Hightower seconded, and the Board vote approve the following application for reinstatement of Funeral Director & Embalmer:

- 1833026 & 1833029 Aaron Dale Hall, Jr

Michael Fowler moved, Bryant Hightower seconded, and the Board vote deny the following application for licensure as a Funeral Service Apprentice:

- 2309142 C C C

Michael Fowler moved, Bryant Hightower seconded, and the Board vote approve the following applications for a change of name for a Funeral Establishment:

- 2304563 Taylor Funeral Home
- 2311224 Hurt's Funeral Home of Eatonton, LLC

Michael Fowler moved, Bryant Hightower seconded, and the Board vote to rescind original vote to deny application at December meeting and allow applicant to meet with the board to present their application for a new establishment:

- P F H

Michael Fowler moved, Bryant Hightower seconded, and the Board voted to accept the Attorney General's report.

FUN130018	Close with a letter of concern for failure to provide the family a statement of their charges.
FUN130067	Send to Investigations for further review.

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Michael Fowler moved, Terry Daviston seconded, and the Board voted to accept the Cognizant's recommendations on the following cases:

FUN140056	Refer to Attorney General's Office to request Final Decision
FUN140053	Close case with letter of concern to the funeral establishment.
FUN140060	Send letter to Funeral Establishment advising that Funeral Establishment is in violation of OCGA 43-18-46(12). The Board advises the Funeral Establishment to refund \$400 to the Complainant and provide written verification to the Board of the refund within 30 days of the date of the letter from the Board. Further disciplinary action may be considered by the Board if the request of the board is not honored.

Bryant Hightower moved, David Roach seconded, and the Board voted to ratify the following orders to accept fine money for inspection violations:

Miller & Richards Heritage Chapel Funeral & Cremation Services	Rome	\$1,000
Hamilton Mill Memorial Chapel	Buford	\$200
Royal Funeral Home	Jesup	\$200
Williamson Mortuary LLC	Riverdale	\$250

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Brown & Young Home of Funerals	Lithonia	\$50
Raleigh Rucker Funeral Home	Decatur	\$150
Tara Garden Chapel	Jonesboro	\$200
James A Kirkland Mortuary	Millen	\$100
Ronnie L Stewart Family Funeral Service	Glenwood	\$600
Advantage Funeral & Cremation Services	Lilburn	\$50
Robert Jester Mortuary	Camilla	\$50
Gregory B. Levett & Sons Inc.	Scottsdale	\$600

#### **Approval of Minutes:**

Bryant Hightower moved, Michael Fowler seconded, and the Board voted to approve the Official Minutes from the December 10, 2013 meeting.

Bryant Hightower moved, Michael Fowler seconded, and the Board voted to approve the Executive Session minutes from the December 10, 2013 meeting.

Bryant Hightower moved, Michael Fowler seconded, and the Board voted to approve the Official Minutes from the January 8, 2014 teleconference meeting.

Bryant Hightower moved, Michael Fowler seconded, and the Board voted to approve the Executive Session minutes from the January 8, 2014 teleconference meeting.

Terry Daviston moved, Bryant Hightower seconded, and the Board voted to ratify the following licenses issued since the December 10, 2013 Board meeting.

License No	Licensee	Profession
EMB004887	Cox, Sarah Grace	Funeral Service

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EMB004888	Swann, Carl Edward, Jr	Funeral Service
EMB004889	Bade, Gregory William	Funeral Service
EMB004890	Winkle-Miller, Stephanie Marie	Funeral Service
EMB004891	Benefield, John Douglas	Funeral Service
EMB004892	Cleghorn, Jeffery Todd	Funeral Service
FD005290	Cox, Sarah Grace	Funeral Service
FD005291	Swann, Carl Edward, Jr	Funeral Service
FD005292	Bade, Gregory William	Funeral Service
FD005293	Winkle-Miller, Stephanie Marie	Funeral Service
FD005294	Benefield, John Douglas	Funeral Service
FD005295	Cleghorn, Jeffery Todd	Funeral Service
FEST000942	Martin Luther King Mem Chapel	Funeral Service
FEST001876	Willie A Watkins Funeral Home - Riverdale Chapel	Funeral Service
FEST001877	Hutcheson Funeral Home & Cremation Service	Funeral Service
FSA005611	Jenkins, Jacob Reed	Funeral Service
FSA005612	Stanley, Christopher Dewayne	Funeral Service
FSA005613	Lockhart, Justina Rae	Funeral Service
FSA005614	Garrett, Jessica	Funeral Service
FSA005615	Thomas, Tamela Mychele	Funeral Service
FSA005616	Bentley, Lindsay Kay	Funeral Service
FSA005617	Layman, Justin R	Funeral Service
FSA005618	Parrott, Timothy Hunter	Funeral Service

Bryant Hightower moved, Terry Daviston seconded, and the Board voted to accept the Cognizant's recommendations on the following continuing education courses:

<b>Funeral Service Academy</b> Steve Preins	Essentials For Funeral Professionals	10		
<b>National Funeral Directors Association</b> Kathleen Walczak	Inspiring Families to Have the Talk of a Lifetime	1		
	Home Study Books Part 1, 2 and 3	204		
	Adventures in Cremation	2		

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	Cremation Families Are Not All Created Equal	1		
	The Future Funeral Isn't Social Media...It's Experience and Value	2		
	Roundtables With A Twist	1.5		
	Breathing Life Into Funeral Home Marketing: Facebook, Television and A Sense of Humor	1		
	Handling Claims, Litigation and Regulatory Investigations	1		
	Leading In Times of Rapid Change	1		
	Leading At 90 Below Zero	2		
	<b>Online Courses</b> ADA Employer Compliance: Title I of Americans with Disabilities Act	3		
	Communicable Disease: Safeguarding the Funeral Practitioner	2		
	Communicable Disease: What Every Funeral Home Must Know	3		
	Conflict Management for Funeral Directors: Successful Interpersonal Communication Practices	4		
	Deathcare Marketing: 25 FAQs	6		

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	Embalming Perspectives and Paradigms Challenged	6		
	Embalming Risk Management	2		
	Embalming the Obese Case	3		
	Funeral Service Ethics	2		
	Five Ways to Improve Prep Room Ventilation and Improve Your Health	2		
	Handling Claims, Litigation and Regulatory Investigations	2		
	Learning to Be a Leader	3		
	Marketing a Funeral Home for Long Term Profitability	3		
	Offering Funeral Packages in Compliance with FTC Funeral Rule	2		
	Personal Management in Funeral Service	4		
	Professional Ethics in Funeral Service: NFDA's Code of Professional Conduct	1		
	Serving Hispanic Families	4		

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	Shoestring Marketing	2		
	The 4 Ps of Cremation: Policies, Procedures, Performance and Prevention	2		
	The Funeral: A Chance to Touch, A Chance to Serve, A Chance to Heal	4		
	Understanding A Child's Grief	3		
	Understanding Adult Grief: Effective Ways to Help Adults on Their Grief Journey	4		
	Understanding and Creating Exceptional Funeral Experiences	3		
	Understanding and Managing Grief	6		
	Understanding Preneed	4		
	Understanding the Practice of the FTC Funeral Rule	3		
	What Matters Most: Heart's Desire in Life and Death	6		
	What To Do When Families Say "No Religion, Please"	2		



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<b>International Order of Golden Rule</b>	Regional Workshop: A Lifetime for Funerals: Attracting Families That Are Slipping Away	4		
	Understanding The Female Customer	1		
<b>Practicum Strategies</b>	Business Morals and Ethics and The Funeral Director	4		
	Everyday Ethics in Funeral Service	4		
	Motivation and Coaching for the Successful Funeral Director	4		
	Managing Stress for Funeral Professionals	4		
	The Vanguard of Competition and Funeral Profession	6		
	Hazardous Chemicals/Toxic Substances	4		
	Complying With The Funeral Rule	10		
	Pre-Planning for Funeral Home Business Interruptions	10		
	Grief 101 for Funeral Directors	4		

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	The Funeral Profession and Consumer Behavior	4		
	Coping with Stress as a Funeral Director	4		
	Scare, Sensitive....Sane	4		
	Funeral Values	6		
	A Review of Basic Embalming Procedures	4		
	Moral Dilemmas Facing the Funeral Professional	4		
	Dealing With Communicable Disease/AIDS	4		
	Universal Precautions/HIV & AIDS	4		
	Job Burnout In Funeral Service	4		
	Investment Management for the Funeral Director	4		
	OSHA: A Practical Guide For Funeral Service Professionals	4		
	How Do We Tell The Children?	4		

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	CREMATION: The Concept, The Client, The Caring	4		
	CREMATION: The Process	4		
	Preneed Funeral Planning	4		
	Introduction To Accounting For Funeral Directors	4		
	Understanding and Completing the Certificate of Death	10		
	Power Communications For Funeral Professionals	4		
	Marketing 101 for Funeral Directors	4		
	Intermediate Marketing For Funeral Directors	10		
	Ethics For Funeral Directors	4		
	Living With The FTCs Funeral Rule	6		
	OSHA For Small Business	10		
	Employee Recruitment and Retention In Funeral Service	4		

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	Embalming Chemistry	2		
<b>The Conference</b>	110 <sup>th</sup> Annual Meeting	15		
<b>Wilbert Pierce Colleges</b> Dale Cameron	Vital, Relevant and Profitable...for the future...3 Things Funeral Homes Can Do Now			
	Moisture Considerations			
	Helping Families Make Good Decisions			
<b>Independent Funeral Directors of Georgia</b> Christie Carpenter	2014 Roundtable Discussion - <b>South</b> – Online Entry of Death Records using the GAVERS	2		
	2014 Roundtable Discussion - <b>Mid</b> – Online Entry of Death Records using the GAVERS	2		
	2014 Roundtable Discussion – <b>North</b> – Online Entry of Death Records using the GAVERS	2		

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#### **Other Business:**

Bryant Hightower moved, Michael Fowler seconded, and the Board voted to approve the following requests for a 90 day grace period:

- FEST001402                      Horis A Ward Inc. Fairview Chapel
- FEST001448                      Cremation Society of Georgia, Inc.
- FEST001677                      Caldwell & Cowan Funeral Home Inc.
- FEST001419                      Fields & Terry Funeral Home Inc.

Bryant Hightower moved, Michael Fowler seconded, and the Board voted to lift the probation status on the following:

- FEST000230                      Manry-Jordan-Hodges Funeral Home
- FEST001664                      Willie A Watkins Funeral Home Inc. (Douglasville Chapel)
- FEST001728                      Frye Funeral Home
- FD003502                        Ernest Wilks Frye

The Board received information that Carriage Funeral Holdings has purchased Heritage Funeral Home Battlefield Parkway Chapel and Crematory and Heritage Crematory.

There being no further business, the meeting adjourned at 3:15 p.m.

The Georgia State Board of Funeral Service's next meeting will be held Tuesday, February 11, 2014 at 10:00 a.m. at the Professional Licensing Boards Office, 237 Coliseum Drive, Macon, GA.