

**GEORGIA BOARD OF FUNERAL SERVICE**  
**Board Meeting Minutes – October 9, 2018**  
Professional Licensing Boards Division of the Secretary of State  
237 Coliseum Drive, Macon, Georgia 31217

**Members Present:**

- Thomas Lord, Chair
- W.T. Edmondson, Vice Chair
- Joe Westbury
- William Bowen
- Bryant Hightower
- Darryl Bentley

**Others Present:**

- Brad Coman, Executive Director
- Carla Murray, Licensing Supervisor
- Melanie Foster, Board Support Specialist
- Reagan Dean, Senior Assistant Attorney General\*

\*via teleconference

**Members Absent:**

- Nancy Kennedy

*Note: Visitors are excused during Executive Session unless scheduled for a personal appearance.*

Thomas Lord, Chair, noted that a quorum was present, called the meeting to order at 10:02 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.

**OPEN SESSION**

**Agenda**

Joe Westbury moved, Bryant Hightower seconded, and the Board voted to approve the October 9, 2018 agenda.

**Minutes**

Joe Westbury moved, Bryant Hightower seconded, and the Board voted to approve the September 11, 2018 Open Meeting minutes and Executive Session minutes.

**Ratification List**

Licenses Issued 9-7-2018 through 10-3-2018 (Total – 20): Joe Westbury moved, Bryant Hightower seconded, and the Board voted to ratify the licenses issued between meetings by application and reinstatement in accordance with Board Rules and Policies.

License #	Licensee	License #	Licensee
EMB005204	Candice Louisa Brooke	FEST002020	Community Chapel Funeral Home of Jesup, Inc
EMB005205	Shay Elizabeth Blalock	FEST002021	Henderson & Sons Oaknoll Chapel
EMB005206	Danielle Lashay Mauzy	FSA006364	Elisa Yvonne Timmons
EMB005207	Katia Jarce Roberts	FSA006365	Donald R Coffey
EMB005208	Darlene M Robinson-Sneed	FSA006366	Khadijah Laval McDaniel
FD005605	Shay Elizabeth Blalock	FSA006367	Henry J Middleton
FD005606	Danielle Lashay Mauzy	FSA006368	Demetrice Shanell Jones
FD005607	Katia Jarce Roberts	FSA006369	Mitchell Hammond
FD005608	Darlene M Robinson-Sneed	FSA006370	Carolyn Anderson
FEST002019	Graham's Mortuary and Affairs, LLC	FSA006371	Kevin Lavaughn Foxworth

## **EXECUTIVE SESSION**

Joe Westbury moved, W.T. Edmondson seconded, and the board voted to enter into Executive Session at 10:16 a.m. 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 and complaints and to hear the Attorney General's report.

At the conclusion of Executive Session, Thomas Lord, Chair declared the meeting to be "open" pursuant to the Open and Public Meeting Act, O.C.G.A. §§ 50-14-1 et seq., at 2:27 p.m. No votes were taken during Executive Session.

## **OPEN SESSION**

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

### **Appointments**

Appearance # 2761420 – Just Cremations-Cremation Society LLC - change of FDFCC from Karen M. Jezewski to Austin K. O'Neal – approved

Appearance # 2761417 – Ferguson Brothers Funeral Home – change of FDFCC from Carolyn Coley Bray to Vincent E. Glover – approved.

Appearance # 2761124 – Craig R. Tremble Funeral Home Inc. Pembroke Chapel – change of FDFCC from Clara W. Gordon to Tessa N. Martin – approved

Appearance # 2761427 – V.I.H.C. – change of FDFCC – did not appear.

Appearance # 2756155 – R.C. – new crematory and appointment of FDFCC – did not appear before Board - tabled – pending retort certification.

Appearance # 2760306 – Peachtree Corners – Johns Creek Crematory - change of FDFCC for crematory and funeral home from Daniel Byars to Banitta Jones – approved.

Appearance # 2760344 – Cooper's Memorial Funeral Chapel – new facility and appointment of FDFCC Willie B. Michael – approved.

Appearance # 2762355 – William Gayleano Murray and Son Funeral Home – reappointment of FDFCC Jennifer Jones-Munford – approved.

Appearance # 2763250 – Hart's Mortuary at the Cupola – change of FDFCC from Milton Heard IV to Jennifer M. Jarvis - approved.

Appearance # FUNI90015 – did not appear – refer to Investigations to offer C&D, public consent order to extend probation by 24 months, \$2500 fine to be split evenly between facility and FDFCC. Fine must be paid before facility will be reinstated.

### **Applications**

Application # 2758970 / 2758791 – Tony H. Wilson - reinstatement of Funeral Director and Embalmer licenses – approved pending passing of Laws and Rules exam.

Application # 2760081 / 2760083 – B.M.H. – endorsement/reciprocity of Funeral Director and Embalmer licenses – tabled – pending submission of out-of-state employment documents.

Application # 2763667 – Anderson-Underwood Funeral Home – change of ownership to Christopher M. Anderson and change of name from Banister Funeral Home - approved.

Application # 2762544 – Thomas C. Strickland and Sons – reinstatement – approved pending payment of \$2500 fine (to be split evenly between facility and FDFCC), and public consent order. Two years' probation for facility and FDFCC.

### **Complaints**

FUN190034 – Table – refer to Inspections to verify if facility is still operating.

FUN190036 – Table – refer to Inspections to obtain statement from FDFCC.

FUN190037 – Close – send letter of concern regarding unprofessional conduct.

FUN190038 – Table – refer to Investigations to obtain complainant and respondent statements.

FUN190019 – Close – pending receipt of pre-need documents from facility.

FUN190039 – Close – send letter of concern regarding policies and procedures related to cremains.

FUN190040 – Table – refer to Inspections to obtain statements from funeral home and crematory.

FUN180122 – Table – pending hearing decision.

FUN190042 – Close – no violation found.

FUN180119 – Table – pending additional information from complainant.

FUN190009 – Table – citation upheld – beyond appeal deadline; refer to Inspections to perform inspection; set for hearing at November 13, 2018 meeting if fine not paid immediately.

### **Attorney General's Report**

The Board reviewed and accepted the Attorney General's recommendations.

### **OTHER BUSINESS**

**Continuing Education** - Joe Westbury moved, W.T. Edmondson seconded, and the motion carried by the Board to accept the Continuing Education Committee's recommendations to approve the following continuing education courses as presented:

Provider	Course	Points
National Funeral Directors Association	The Vernie Fountain Files: Embalming Restoration and Death Investigation	4.0
National Funeral Directors Association	Google It! Making the Most of Your Online Presence	1.0
National Funeral Directors Association	Going Beyond Facebook: Using Digital Marketing to Grow Online	1.0
National Funeral Directors Association	Asian Culture in Cremation and Funerals	1.0
National Funeral Directors Association	Be the Best Crematory Operator in Your Community	1.5
National Funeral Directors Association	Treating Difficult Institutionalized Medical Cases	1.0
National Funeral Directors Association	Why Youth and Funerals Matter	1.0
National Funeral Directors Association	Funeral Financing and Payment Strategies for Your Families	1.0
National Funeral Directors Association	50 Cards, 50 Questions	1.0
National Funeral Directors Association	Active Shooter Preparedness Training	2.0
National Funeral Directors Association	Cemeteries Are Dying: A Bold Response	1.0

Provider	Course	Points
National Funeral Directors Association	Award-winning Customer Service and Community	1.0
National Funeral Directors Association	POAs, Wills and Trusts...Oh My!	1.0
National Funeral Directors Association	Be Our G.U.E.S.T.	1.0
National Funeral Directors Association	Voices of Grief- A film based approach to community	1.5
National Funeral Directors Association	FTC Funeral Rule: Reducing Your Risk	1.0
National Funeral Directors Association	Supporting Families After an Overdose Death	1.0
National Funeral Directors Association	FamilySearch-Finding Your Roots	1.0
National Funeral Directors Association	The Relevance of Restorative Art	1.0
National Funeral Directors Association	Social Media Success Stories	2.0
National Funeral Directors Association	Master Personalization Through Storytelling and	2.0
National Funeral Directors Association	OPENING SESSION: Remarks by Former First Lady Laura Bush	1.0
National Funeral Directors Association	How End-of-Life Doulas are Changing the Face of	1.0
National Funeral Directors Association	After Suicide...Helping the Bereaved	1.0
National Funeral Directors Association	Did You Know You Are a Stroyteller?	2.0
National Funeral Directors Association	Create Lasting Memories: Perfecting the Final Touches	2.0
National Funeral Directors Association	Is It Sexual Harassment?	1.5
National Funeral Directors Association	Recognizing Substance Abuse in the Workplace	1.0
National Funeral Directors Association	Cremation Success in a Small to Medium Market	1.0
National Funeral Directors Association	Going Home: The Resurgence of Home Funerals	1.0
National Funeral Directors Association	RSVP: I'll See You at My Living Funeral	1.0
National Funeral Directors Association	Serving the Family of a Perpetrator	1.0
National Funeral Directors Association	Cemetery Customs from Around the World	1.5
National Funeral Directors Association	How to Reverse an Overdose with NARCAN	1.5
National Funeral Directors Association	Restoration and Repair of Trauma Cases	1.0
National Funeral Directors Association	Asked and Answered: Today's Consumer Preferences	1.0
National Funeral Directors Association	Advocacy: How to Speak Up for Yourself and Your	1.0
National Funeral Directors Association	Lingering Liability: Inside the Cemetery	1.0
National Funeral Directors Association	Every Life Deserves a Tribute	1.0
National Funeral Directors Association	Leadership in Times of Crisis	1.0
National Funeral Directors Association	2018 NFDA International Convention EXPO	1.0
National Funeral Directors Association	Demonstration of Soft Tissue Repair	4.0
National Funeral Directors Association	Mastering the Art of Funeral Home Phone Etiquette	1.0
National Funeral Directors Association	Approaching Trauma Cases with Confidence	3.0
The Dodge Company	The Dodge Wreaths Across America Project	7.25
Kates-Boylston Publications	Cremation Strategies Conference	5.5
Kates-Boylston Publications	Funeral Service Business Plan Conference	10.0
Kates-Boylston Publications	Preneed Summit	5.5
Georgia Funeral Directors Association	2018 District Meetings	2.0
Georgia Funeral Service Practitioners	Your Role in Shaping the Future GFSPA	3.0
Gregory B. Levett Family Foundation	Beyond Dreaming Entrepreneurship Seminar	10.0

**Docketed Orders** – Bryant Hightower moved, William Bowen seconded, and the Board voted to accept the docketed orders as presented:

Type	Licensee	License #	Docket #	City
OAFM	Gregory B Levett & Sons South Dekalb Chapel	FEST001538	2018-1433	Decatur
OAFM	Rucker, Rucker, and Shelton Funeral Directors LLC	FEST001847	2018-1432	Decatur
OAFM	Donald Trimble Mortuary Inc.	FEST000415	2018-1450	Atlanta
OAFM	Trice Funeral Home Inc.	FD004789; EMB004379	2018-1449	Barnesville
OAFM	Brantley Funeral Home Inc.	FEST001944	2018-1531	Wrightsville
OAFM	W D Lemon & Sons Funeral Home Inc.	FD004789; EMB004379	2018-1530	Morrow
Summary Suspension	Bridges Funeral Home And Crematory	FEST00119; CREM000042	2018-1523	Gray
Public Consent Order	Lester Clark Litesey, III	FD004320; EMB003900	2018-1430	Cedartown

**FARB Board Member Training**

Staff advised the Board of the upcoming FARB training.

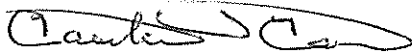
The next meeting of the Georgia Board of Funeral Service will be held Tuesday, November 13, 2018, at 10:00 a.m. at 237 Coliseum Drive, Macon, Georgia.

There being no further business, Thomas Lord, Chair declared the meeting adjourned at 2:46 p.m.

Minutes recorded by: Melanie Foster, Board Support Specialist

Minutes reviewed and edited by: Brad Coman, Executive Director

Minutes approved on 11/13/18



Thomas Lord, Chair



Brad Coman, 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.

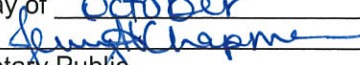
Comes Thomas Lord, the Chairman identified below and, before an official duly authorized to administer oaths, makes this affidavit in satisfaction of the statutory requirements outlined above.

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 October 9, 2018 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 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 9th  
Day of October, 2018.  
  
Notary Public  
My Commission Expires: 11/5/21

