

GEORGIA BOARD OF FUNERAL SERVICE
Board Meeting Minutes – November 13, 2018
Professional Licensing Boards Division of the Secretary of State
237 Coliseum Drive, Macon, Georgia 31217

Members Present:

- Thomas Lord, Chair
- Nancy Kennedy
- Joe Westbury
- William Bowen
- Bryant Hightower

Others Present:

- Brad Coman, Executive Director
- Carla Murray, Licensing Supervisor
- Melanie Foster, Board Support Specialist
- Reagan Dean, Senior Assistant Attorney General
- Janet Jackson, Senior Assistant Attorney General*
- Deitra Mobley, Inspector*

Members Absent:

- W.T. Edmondson, Vice Chair
- Darryl Bentley

*via teleconference

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 10:07 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 November 13, 2018 agenda.

Minutes

Joe Westbury moved, Bryant Hightower seconded, and the Board voted to approve the October 9, 2018 Open Meeting minutes and Executive Session minutes.

Ratification List

Licenses Issued 10-4-2018 through 11-8-2018 (Total – 30): 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
EMB005209	Jacob Lee Clontz	FEST002023	Anderson-Underwood Funeral Home
EMB005210	Kimbriaana Latier Watkins	FSA006372	John Edgar McLendon
EMB005211	Andrew Brian Pickens	FSA006373	Morgan Lindsay Gardner
EMB005212	Larry Gene Moore, II	FSA006374	Jonathan Edward Lewis
EMB005213	Irene M Hardin	FSA006375	Reginald Legill Pierce
EMB005214	Margarite Lee Hall	FSA006376	Brittney Michelle Wilkins
EMB005215	Matthew Marion Williams	FSA006377	Sarah Elizabeth LeBlanc
FD005609	Jacob Lee Clontz	FSA006378	Jessica Lee Weininger
FD005610	Kimbriaana Latier Watkins	FSA006379	Jacob Anakin Caldwell
FD005611	Andrew Brian Pickens	FSA006380	Walter Jenkins
FD005612	Irene M Hardin	FSA006381	Hunter Cole Hufnagel
FD005613	Margarite Lee Hall	FSA006382	Delycia Marshai Carver
FD005614	Matthew Marion Williams	FSA006383	Daryl Maurice Mobley
FEST002022	Cooper's Memorial Funeral Chapel	FSA006384	Johanna Lynn Locke

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License #	Licensee	License #	Licensee
FSA006385	Diana Elaine Donley	FSA006386	Jerry Daniel Taylor

EXECUTIVE SESSION

Joe Westbury moved, Nancy Kennedy seconded, and the board voted to enter into Executive Session at 10:10 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, to hear the Attorney General's report, and to review an Inspector's inquiry.

William Bowen left the meeting at 2:05 p.m.

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 2:30 p.m. No votes were taken during Executive Session.

OPEN SESSION

Joe Westbury moved, Bryant Hightower seconded, and the motion was carried by the Board to ratify the following recommendations made during Executive Session:

Appointments

Appearance # 2765448 – H.H.F.H. - did not appear. Rescheduled to December meeting.

Appearance # 2763246 – Central GA Crematory – new facility – appointment of FDFCC Alonzo Howell – approved.

Appearance # 2756155 – Ricketson Crematory – new facility - appointment of FDFCC George McIver – approved.

Appearance # 2770102 – Airport Mortuary Shipping Service – change of FDFCC from Sabrina Celeste to David McLeroy - change of ownership – approved.

Public Hearings

Two public hearings were held by the Georgia Board of Funeral Service during the meeting.

The Presiding Officer, Thomas Lord, called the hearing for National Cremation Service (FUN190009) to order at 10:50 a.m. The Board heard testimony from Inspector Deitra Mobley and reviewed documentation presented by the respondent. At the conclusion of the hearings, the Board rendered the following decision on the case presented: to uphold the fines, with the exception of the fines related to 43-18-8 and 250-6-.06.

Mr. Elbert J. Covington (FUN180116) had not appeared for his 11:00 a.m. hearing as of 11:49 a.m., so the hearing began. The Board reviewed documentation presented by the complainant. At the conclusion of the hearing, the Board rendered the following decision on the case presented: to uphold the public consent order, to include the \$500 fine, and 2 years' probation, and to also add \$350 court costs.

Applications

Application # 2762778 / 2762780 – Joseph Allen Marler – endorsement of Funeral Director and Embalmer licenses – approved.

Application # 2761259 / 2761260 – Steve LeBron Logan – endorsement of Funeral Director and Embalmer licenses – approved.

Application # 2763867 / 2763865 – Leaf Cremation – change of name for crematory and funeral home from Georgia Cremation Centers - approved.

Application # 2766071 / 2766073 – J.A.S. – endorsement of Funeral Director and Embalmer licenses – tabled – pending submission of proof of three years continuous funeral service employment, to include letter of employment and verification of Tennessee employment.

Application # 2766184 – Hart's Mortuary – change of FDFCC from Harry Moody to Milton Heard, IV - approved.

Application # 2770001 – C.B. – Initial Funeral Director license – denied – failure to meet qualifications.

Application # 2768278 – Mondresz Booker – Funeral Service Apprenticeship – approved.

Application # 2770245 – V.D.F.H. – change of FDFCC – tabled – pending owner and applicant appearance at the December meeting.

Application # 2760083 – B.V.H. – Initial Funeral Director and Embalmer licenses – denied – failure to meet qualifications.

Complaints

FUN190044 – Tabled – pending review by AG's office.

FUN190045 – Tabled – pending respondent appearance at December meeting.

FUN180122 – Closed – no jurisdiction.

FUN190046 – Closed – duplicate complaint.

FUN190040 – Closed – letter of concern to Funeral Home and Crematory addressing complainant concerns.

FUN190047 – Tabled – letter of concern. Facility must respond within 14 days.

FUN190004 – Closed – letter of concern with reference to applicable rules.

FUN190024 – Closed – no violation found.

FUN190049 – Tabled – refer to Inspections to obtain statement from respondents.

FUN190051 – Tabled – refer to Inspections to obtain statement from respondent.

Attorney General's Report

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

Inspections FYI

The Board reviewed a concern submitted by an Inspector. The Board voted by unanimous consent to send a letter of concern to the facility regarding the retort certification rule.

OTHER BUSINESS

Continuing Education - Joe Westbury moved, Nancy Kennedy 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
Georgia Funeral Directors Association	2019 GFDA Cremation Certification	8.0
Funeral CE	Funeral Personalization and Family Engagement	3.0
Funeral CE	Top Five Things They Didn't Teach in Mortuary School	2.0
International Order of the Golden Rule	How to Become the Go-to Funeral Home for Veterans	5.0
Life Celebration Inc	Funeral Mass Customization - Providing Families Only and Exactly What They Want	3.0
National Funeral Directors Association	Relevance of Restorative Art	3.0

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	Bentley Funeral Home	FEST001291	2018-1563	Roberta
OAFM	Hicks Funeral Home	FEST001129	2018-1532	Reynolds
OAFM	Bentley Funeral Home	FEST001445	2018-1561	Jeffersonville
OAFM	Stocks Funeral Home Inc	FEST001081	2018-1615	Athens
OAFM	Alfonso Dawson Mortuary Inc	FEST001571	2018-1723	Atlanta
OAFM	F.L. Sims Funeral Home	FEST001948	2018-1722	Smyrna
Notice of Hearing	Elbert J. Covington, Sr.	FD004370; EMB003969	2018-1573	Columbus
Cease & Desist	Merritt Funeral Home	FEST001454	201-1696	Colquitt

90 day Grace Period Request – Joe Westbury moved, Bryant Hightower seconded, and the Board voted to approve the following 2nd 90-day grace period request:

Name	License #	City	Expiration
Canton Funeral and Cemetery at Macedonia Memorial Park	FEST001947	Canton	01/29/2019

Request to Lift Probation:

Roy A. Bland – FD003343, EMB002845 – Joe Westbury was recused. The Board voted to unanimously approve.

Petition for Rule Variance

R.F.H.C. – Bryant Hightower moved, Joe Westbury seconded, and the Board voted unanimously to deny the petition for rule variance of Rule 250-6-.08 due to failure to demonstrate substantial hardship.

Request for Administrative Authority

Joe Westbury moved, Bryant Hightower seconded, and the Board voted unanimously to grant staff administrative authority to review and grant ADA accommodations.

FARB Training Overview

The Board reviewed the training documents from the October FARB training.

Office of the Governor Response to Proposed Rules Amendments

All funeral rule changes have now been approved and adopted.

The next meeting of the Georgia Board of Funeral Service will be held Tuesday, December 11, 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 2:41 p.m.

Minutes recorded by: Melanie Foster, Board Support Specialist

Minutes reviewed and edited by: Brad Coman, Executive Director

Minutes approved on 12/11/18



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 **November 13, 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 13th
Day of November
Deborah A. Horton
Notary Public
My Commission Expires: Jan. 18, 2021

