

GEORGIA BOARD OF FUNERAL SERVICE
Board Meeting Minutes – December 11, 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
- Nancy Kennedy
- Joe Westbury
- William Bowen
- Bryant Hightower
- Darryl Bentley

Others Present:

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

**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 10:16 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, W.T. Edmondson seconded, and the Board voted to approve the December 11, 2018 agenda.

Minutes

Joe Westbury moved, Bryant Hightower seconded, and the Board voted to approve the November 13, 2018 Open Meeting minutes and Executive Session minutes as amended.

Ratification List

Licenses Issued 11-9-2018 through 12-6-2018 (Total – 21): Joe Westbury moved, W.T. Edmondson 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
CREM000154	Central Georgia Crematory	FSA006388	Judith Ann Falconer Kostro
CREM000155	Ricketson Crematory, LLC	FSA006389	Mondresz Lepez Booker
CREM000156	Leaf Cremation	FSA006390	Anthony Bernard Payne
EMB005216	Carolyn Denice Pierce	FSA006391	Ebonee Shavoshia' Phillips
EMB005217	Elmaree Lois Bruton	FSA006392	Dylan Tyler Shadix
EMB005218	Reginald Gregory Martin	FSA006393	Leroy Pollen, III
FD005615	Carolyn Denice Pierce	FSA006394	Timothy Don Quarles
FD005616	Elmaree Lois Bruton	FSA006395	Manfred Allen Abelard
FD005617	Reginald Gregory Martin	FSA006396	Derwin Tremayne Williams
FEST002024	Leaf Cremation	FSA006397	Ashley Lauren McIntosh
FSA006387	Andrea Renee Bell		

EXECUTIVE SESSION

Joe Westbury moved, W.T. Edmondson seconded, and the board voted to enter into Executive Session at 10:17 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 2:21 p.m. No votes were taken during Executive Session.

OPEN SESSION

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

Appointments

Appearance # 2765448 – Hall and Hall Funeral Home – change of FDFCC from Michael Robert Smith to Leigh Collins Jones - approved.

Appearance # 2770421 – Gaines Funeral Home – change of FDFCC from Eddie Hosley to Stacey Andrew Hagood – approved pending submission of proof of Georgia residency within 30 days.

Appearance # 2770245 – Vincent Drummer Funeral Home change of FDFCC from Kimberly Spain to Latosha Shekia Moorman Rose - approved.

Appearance # 2769456 – Wrightsville Funeral Home – new facility – appointment of FDFCC Steven Mark Holmes - approved.

Appearance # 2771392 – Vining Ivy Hill Chapel – change of FDFCC from Robert Delisle to Adrian Page – approved.

Appearance # FUN190045 – C.S.A. – tabled – to appear at January 8, 2019 meeting.

Appearance #2771798 – Haisten McCullough Funeral Home – change of FDFCC from William Kent to Jerry Thomas – approved pending receipt of crematory application.

Applications

Application # 2770678 – Crystal Nicole Hatten – Funeral Service Apprenticeship – approved.

Application # 2764325 – Jones-Wynn Funeral Home Inc – Bryant Hightower recused – change of FDFCC from James Kenneth Duncan to Ellen Wynn McBrayer – approved.

Application # 2756891 / 2757530 – Christi Thompson – reinstatement of Funeral Director and Embalmer licenses – approved under suspension, with a public consent order to begin at lifting of suspension, and to include 18 months’ probation. If the applicant requests suspension to be lifted, there will be 18 months’ probation to begin at lifting of suspension.

Application # 2769358 – Kenneth Mancil – reinstatement of Funeral Director and Embalmer licenses – approved.

Application # 2772564 – J.C. - reinstatement of Funeral Director license – denied – failure to meet qualifications.

Application # 2772930 – Harvelle Smith – Funeral Service Apprenticeship – approved with public consent order to include probation for period of apprenticeship.

Application # 2774284 – Jennifer Torney – Funeral Service Apprenticeship – approved.

Application # 2766071 / 2766073 – James Allen Sweatman – initial endorsement through reciprocity of Funeral Director and Embalmer licenses - approved.

Application # 2760083 / 2760081 – Brian Van Heck – Initial Funeral Director and Embalmer licenses – approved.

Application # 2771392 – Coggins Funeral Home – new facility – change of FDFCC from Kenneth Coggins to Jason Thornhill - approved.

Complaints

FUN190045 – Tabled – to appear at January 8, 2019 meeting.

FUN190054 – Tabled – refer to Investigations to obtain statement from FDFCC, owner, and respondent; to offer C&D to respondent; to obtain all documents related to complaint.

FUN190055 – Closed – no violation.

FUN190058 – Tabled – refer to Inspections to obtain statement from FDFCC regarding who authorized purchase.

FUN190059 – Tabled – refer to Inspections to obtain statement from FDFCC.

FUN190047 – Tabled – to appear at January 8, 2019 meeting.

Attorney General's Report

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

FUN 180031 - the Board approved the release of the investigative file to the Insurance Commission, after appropriate redactions made by the Attorney General's office and Board staff.

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
Kates Boylston	Cremation Innovations Summit	5.5
Matthews International	The Opioid Epidemic	1.0
ICCFA	2019 Wide World of Sales Conference	9.5
ICCFA	2018 Crematory Operator & Cremation Arranger Certification Class	15.0
NFDMA	The Lost Art of Embalming: The Extreme Difficult Case	1.0
NFDMA	10 Habits of Highly Effective Funeral Directors	1.0
NFDMA	Setting Yourself Apart In A Competitive Industry	1.0
NFDMA	Morticians Grief: How To Deal with Personal Grief	1.0
NFDMA	Who is NFDMA? & The Purpose of 40 & Under	1.0
International Order of the Golden Rule	2019 Young Professionals Event - Change Starts Here	8.0
NFDA	NFDA Arranger Training Program	8.0
NFDA	NFDA Cremation Certification Program	7.0
NFDA	Coffee Hour with the Cremation Experts	1.0
Regulatory Support Services	Compliance All Stars- Are the A-Team or F-Troop	1.0
Regulatory Support Services	OSHA - Climbing The Compliance Mountain	2.0

Cremation Association of North America	CANA's 2019 Cremation Symposium	7.5
Cremation Association of North America	the Art of Selling Cremation 2: A Preneed Summit	5.5

Docketed Orders – Joe Westbury moved, Nancy Kennedy seconded, and the Board voted to accept the docketed orders as presented:

Type	Licensee	License #	Docket #	City
OAFM	Wakefield Mortuary	FEST001891	2018-1934	Arlington
Final Decision	Elbert J. Covington, Sr.	FD004370, EMB003969	2018-1880	Columbus
Public Consent	Thomas Strickland, III	FD003869	2018-1789	Pooler
Public Consent	David Batts	FD004604, EMB004196	2018-1935	Grayson

The next meeting of the Georgia Board of Funeral Service will be held Tuesday, January 8, 2019, at 10:00 a.m. at 237 Coliseum Drive, Macon, Georgia.


There being no further business, Thomas Lord, Chair, declared the meeting adjourned at 2:23 p.m.

Minutes recorded by: Melanie Foster, Board Support Specialist

Minutes reviewed and edited by: Brad Coman, Executive Director

Minutes approved on 1/8/2019


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.

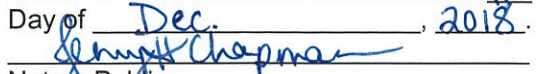
Comes Thomas Lord, the Chairman identified below and, before an official duly authorized to administer oaths, makes this affidavit in satisfaction of the statutory requirements outlined above.

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 **December 11, 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 11th
Day of Dec., 2018.

Notary Public
My Commission Expires: 11/5/21

