

Georgia Board of Funeral Service
Board Meeting May 3, 2016
Professional Licensing Boards Division of the Secretary of State
237 Coliseum Drive, Macon, Georgia 31217

Members Present:

- Bryant Hightower, Chair
- Tom Lord
- W T Edmondson
- Joe Westbury
- Michael Fowler
- William Bowen

Others Present:

- La Trenda Tyler-Jones, Executive Director
- Reagan Dean, Assistant Attorney General
- Sandy Barboza, Board Support Specialist
- Carla Murray, Licensing Analyst
- Gwen Patmon, Compliance

Members Absent:

- Nancy Kennedy

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

OPEN SESSION:

Bryant Hightower, Chair, noted a quorum was present, called the meeting to order at 10:08 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.

Agenda:

The Board reviewed the Agenda for the May 3, 2016 meeting. W T Edmondson motioned, Joe Westbury seconded, and the Board voted unanimously to approve the agenda.

Minutes:

The Board reviewed the minutes from the April 5, 2016 meeting. Joe Westbury motioned, W T Edmondson seconded, and the Board voted unanimously to approve Open Meeting minutes and the Executive Session minutes.

The Board reviewed the minutes from the April 6, 2016 work session. W T Edmondson motioned, Joe Westbury seconded, and the Board voted unanimously to approve the work session minutes.

Licenses Issued Report:

The Board reviewed the following Report of Licenses Issued: 04-02-2016 thru 04-30-16 (Total – 30)

License No	Licensee
CREM000133	Cochran Funeral Home Crematory
EMB005054	Chad Jaylan Flowers
EMB005055	Natalie Rene' Molden
EMB005056	Alex G Matthews
EMB005057	Riley Clarke Lee
EMB005058	Ernest Degarrius Herrin
EMB005059	Tammy Michelle Rhue
FD005456	Chad Jaylan Flowers
FD005457	Natalie Rene' Molden
FD005458	Alex G Matthews
FD005459	Riley Clarke Lee
FD005460	Ernest Degarrius Herrin

License No	Licensee
FD005461	Tammy Michelle Rhue
FEST001952	Barrett Funeral Home -Oglethorpe Chapel
FSA005960	Larry David Reid, Sr
FSA005961	Matthew Donnie Calvert
FSA005962	Johnmella Kay Porter-Malcom
FSA005963	Michael Scott Danis
FSA005964	William Robert Kearney, IV
FSA005965	Morgan Taylor Gentry-Smith
FSA005966	Justin Xavier White
FSA005967	Thelma Jean Hancock
FSA005968	Shyra Teshun Anderson

Georgia Board of Funeral Service
Board Meeting May 3, 2016
Professional Licensing Boards Division of the Secretary of State
237 Coliseum Drive, Macon, Georgia 31217

License No	Licensee	License No	Licensee
FSA005969	Rebekah Elaine Cline	FSA005973	Giancarlo NMN Otalora
FSA005970	Ercel Curtis Eidson	FSA005974	Richard Terry Clay
FSA005971	Joshua William Worthy	FSA005975	Jerrid Shane Delong
FSA005972	Gloria Ann Justice		

Tom Lord motioned, W T Edmondson seconded, and the Board voted unanimously to ratify the licenses issued as presented on the report.

EXECUTIVE SESSION:

Joe Westbury motioned, Tom Lord seconded, and the Board voted unanimously to enter in Executive Session at 10:19 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, complaint cases, and the Attorney General’s report.

At the conclusion of the Executive Session, Bryant Hightower declared the meeting to be “open” pursuant to the Open and Public Meeting Act, O.C.G.A. §§ 50-14-1 et seq. No votes were taken during Executive Session.

OPEN SESSION:

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

Appointments:

Appearance # 2612742 Miller’s Family Mortuary, change FDFCC to Aaron D. Hall, approved with letter of resignation from Worthy Hall Funeral Home. Mr. Hall asked for direction from the Board as to disposition of cremains left at the Mortuary. The Board advised to make diligent efforts to return to the families and if unable to do so then turn them over to the coroner.

Appearance # 2613993 Cremation Care of Georgia Inc., change FDFCC to Ronnie Ingram Jr., approved.

Appearance # 2617070 H M Patterson & Son Canton Hill, change FDFCC to Patty S. Decker-Hall, approved.

Appearance # 2612179 Just Cremations-Cremation Society LLC, new Crematory license approved.

Appearance # 2614391 National Cremation Society Crematory, change FDFCC to Joseph R. Ricks, approved. Reagan Dean to review the statute regarding two entities, one location, with one FDFCC.

Appearance # 2614394 Advantage Funeral & Cremation Services, change FDFCC to Joseph R. Ricks, approved.

Appearance # 2599507 Alvis Miller & Son Funeral Home, reinstate with a public consent order, funeral home only, \$3,000 fine, no probation or public reprimand.

Georgia Board of Funeral Service
Board Meeting May 3, 2016
Professional Licensing Boards Division of the Secretary of State
237 Coliseum Drive, Macon, Georgia 31217

Appearance # 2615205 H M Patterson & Son Oglethorpe Hill, change FDFCC to Richard K. J. Alford, approved.

Appearance # 2613536 J. M., cannot reinstate license with FDFCC on probation, denied.

Appearance # 2615561 Central Savannah River Crematory, change FDFCC to Jason Arthur, approved.

Appearance # 2615748 Golden Isles Cremation Center LLC, change FDFCC to Anne R. Davis, approved.

Appearance # 2616732 Vincent R. Drummer Funeral Home, Inc., change FDFCC to Latosha S. Moorman, approved.

Public Hearing:

A public hearing was held by the Georgia Board of Funeral Service on May 3, 2016, to allow a licensee the opportunity to address a fine with the Board. The hearing was held at the office of the Professional Licensing Boards Division, 237 Coliseum Drive, Macon, GA. The Presiding Officer, Bryant Hightower, called the hearing to order at 1:02 p.m. At the conclusion of the hearing, the Board rendered the following decision on the case presented:

W D Lemon & Sons Funeral Home: The Board heard testimony from Inspectors Marie Owens and Courtney Jefferson. Fine was waived, licensee was advised that they must have 8 caskets on premises.

At the Board's request, Lisa Durden joined the meeting and reviewed the renewal notification process. Renewal generated and emailed 90 days prior to expiration date. If no email address on file a postcard reminder is sent. A follow up email is sent. GFDA and IFDA are also notified. Bryant Hightower will provide additional associations to be added to notifications. During 2016 renewal period, 5 email reminders have been sent.

EXECUTIVE SESSION:

Joe Westbury motioned, Tom Lord seconded, and the Board voted unanimously to enter in Executive Session at 1:39 p.m. in accordance with O.C.G.A. §§ 43-1-19(h) and 43-18, for the purpose of discussing and reviewing applications, complaint cases, and the Attorney General's report.

At the conclusion of the Executive Session, Bryant Hightower declared the meeting to be "open" pursuant to the Open and Public Meeting Act, O.C.G.A. §§ 50-14-1 et seq. No votes were taken during Executive Session.

OPEN SESSION:

Tom Lord motioned, Joe Westbury seconded, and the motion was carried by the Board to ratify the following recommendations made during Executive Session:

Applications:

Application # 2615202 Mack's Funeral Home & Cremation Service, Crematory – new facility, approved.

Application # 2615204 Mack's Funeral Home & Cremation Service, change of name - owner, approved.

Georgia Board of Funeral Service
Board Meeting May 3, 2016
Professional Licensing Boards Division of the Secretary of State
237 Coliseum Drive, Macon, Georgia 31217

Application # 2615200 Mack's Funeral Home & Cremation Service, change of name, approved.

Application # 2612230 Flint River Cremation Services LLC, Crematory – new facility, approved.

Application # 2613989 F.L. Sims Funeral Home – Decatur, change of owner, 90-day grace period for change of FDFCC, approved.

Application # 2616405 B.M.S. Funeral Director / Embalmer, tabled for an appearance before the Board.

Complaints:

FUN160141 Close – civil matter.

FUN160144 Tabled for further information.

Attorney General's Report:

Accepted report regarding a hearing that is scheduled for June meeting.

FUN160067 Ratified the recommendation to not accept or approve consent order.

Continuing Education:

Joe Westbury motioned, W T Edmondson seconded, and the motioned was carried by the Board to accept the Continuing Education Committee recommendations to approve the following continuing education courses as presented:

Program Provider/Sponsor	Course Title - (Event Dates - Location)	Points
Funeral Service Academy	Funeral Home Safety Overview	1
Funeral Service Academy	Safety within Funeral Homes	2
Funeral Service Academy	Complying with the Federal Trade Commission Funeral Home	3
Funeral Service Academy	OSHA Compliance Guidance for Funeral Homes	6
Funeral Service Academy	Grief and Cultural Competence: The African American Diaspora	1
Funeral Service Academy	Grief and Cultural Competence: Hispanic Traditions	1
Funeral Service Academy	Grief and Cultural Competence: Jewish Traditions	1
Funeral Service Academy	Embalming: Diseases & Conditions	3
International Order of the Golden Rule	2016 Annual Conference & Supplier Showcase	10
Selected Independent Funeral Homes	2016 Spring Management Summit	7.5
National Funeral Directors Association - Brookfield, WI	NFDA Certified Crematory Operator September 28, 2016	7
National Funeral Directors Association - Brookfield, WI	Certified Preplanning Consultant July 29, 2016	8
National Funeral Directors Association - Brookfield, WI	Relationship Marketing: Your Secret Weapon to Dramatically Increase Profitability June 16, 2016	1
National Funeral Directors Association - Brookfield, WI	NFDA Certified Crematory Operator August 24, 2016	7
National Funeral Directors Association - Brookfield, WI	NFDA Arranger Training Overland Park June 7, 2016	8
National Funeral Directors Association - Brookfield, WI	NFDA Arranger Training Atlanta GA July 19, 2016	8
National Funeral Directors Association - Brookfield, WI	NFDA Certified Crematory Operator September 14, 2016	7

Georgia Board of Funeral Service
Board Meeting May 3, 2016
Professional Licensing Boards Division of the Secretary of State
237 Coliseum Drive, Macon, Georgia 31217

Reports:

Fine Monies Received Report:

Joe Westbury motioned, W T Edmondson seconded, and the Board voted unanimously to approve the following orders to accept fine money for inspection violations:

Name	Complaint #	Amount	Location
Willie A Watkins	FUN160124	\$250	Carrollton
Donehoo-Lewis Funeral Home Inc.	FUN160005	200	Hapeville
Williamson Mortuary LLC	FUN160006	400	Riverdale
Johnson & Son Funeral Home	FUN160011	550	Dawson
McLean-Litman Funeral Service Inc.	FUN160017	50	Douglas
Sylvania Funeral Home of Savannah Inc.	FUN160044	200	Savannah
Davis Funeral Home	FUN160114	200	Wrightsville
Evan-Skipper Funeral Home	FUN160041	50	Donalsonville
Guyton Brothers Funeral Home	FUN160018	200	Bainbridge
Smith-Dennis-Smith Funeral Home, Chapel and Cremation Services	FUN160056	400	Atlanta
Ingram Brothers Funeral Home	FUN160135	450	Sparta
Alvie Coes Funeral Home	FUN160113	200	Unadilla
Smith-Steele-Meadows	FUN160067	50	Manchester
Taylor Family Funeral Service	FUN160112	50	Tifton
Walker Funeral Home	FUN160111	300	Carrollton
Collins Family Mortuary	FUN160104	250	Bainbridge
Samuels Memorial Funeral Home	FUN160106	100	Gray
Lewis Mortuary II	FUN160085	50	Georgetown
Airport Mortuary Shipping Service and Professional Cremation Service	FUN160003	200	Atlanta
Blankumsee, Thomas & Wright Funeral Service (BTW)	FUN160053	200	Quitman
Total		\$ 4,350	

90 Day Grace Period Requests:

W T Edmondson motioned, Joe Westbury seconded, and the Board voted as follows regarding 90-day grace period requests:

Name	License #	Location	Decision
Adams Funeral Home – 2 nd request	FEST001941	Jackson	Approved
C.A. Reid Sr. Memorial Chapel	FEST001873	Waynesboro	Approved
Hamilton Burch Funeral Home – 2 nd request	FEST000162	Eastman	Approved
Henderson & Sons Funeral Home North Chapel and Crematory	CREM000103	Rome	Approved

Georgia Board of Funeral Service
Board Meeting May 3, 2016
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Henderson & Sons Funeral Home North Chapel and Crematory	FEST001860	Rome	Approved
H M Patterson and Son – Oglethorpe Chapel	FEST000416	Brookhaven	Approved
H M Patterson and Son – Canton Hill	FEST001300	Marietta	Approved
The Crematorium & P.C.S. – 2 nd request	CREM000021	Austell	Approved

Other Business:

Smith-Steele-Meadows - Manchester location – Michael Fowler motioned, Joe Westbury seconded, and the Board voted to issue a Cease and Desist order.

Smith-Steele-Meadows - Woodbury location – Michael Fowler motioned, William Burton seconded, and the Board voted that the establishment's continued ability to operate as a funeral establishment without a funeral director in full and continuous charge or grace period poses a threat to the public health, safety, and welfare and imperatively requires emergency action by an order of summary suspension of the establishment's license pending further proceedings.

Gaines Funeral Home – Jennifer McTier, Direction requested regarding 2nd job. Board confirmed that a FDFCC must be able to work 40 hours and leave the other employment when needed.

Planned location of a crematory – rule prohibiting placement of a crematory near a subdivision does not apply to a single family residence. Mr. Hightower reviewed and responded.

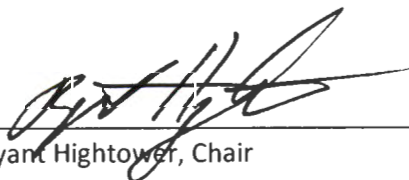
The Board approved moving the renewal date for funeral homes to May 31st bi-annually, odd years to align the renewal of funeral director and embalmer licenses. Proposed Rule changes presented, 250-5-.09, 250-6-.05, and 250-6-.08.

The next meeting of the Georgia Board of Funeral Service will be held Tuesday, June 14, 2016 at 10:00 a.m. at 237 Coliseum Drive, Macon, Georgia.

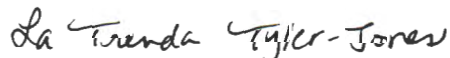
There being no further business, Chair Hightower declared the meeting adjourned at 4:10 p.m.

Minutes recorded by: Sandy Barboza, Board Support Specialist

Minutes reviewed and edited by: La Trenda Tyler-Jones, Executive Director



Bryant Hightower, Chair



La Trenda Tyler-Jones, Executive Director

These minutes were approved on: June 14, 2016

STATE OF GEORGIA

COUNTY OF BIBB

AFFIDAVIT SUPPORTING CLOSING OF PUBLIC MEETING

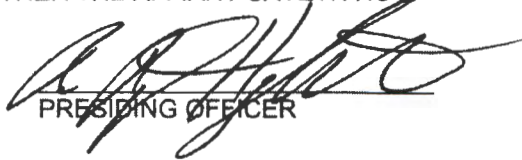
The Georgia Open Meetings Act, O.C.G.A 50-14-1 et seq., requires that all meetings of an entity covered by the statute must be open to the public unless there is some specific statutory exception which permits the closing of the meeting. If such a meeting is to be closed, the law requires that the presiding 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 Bryant Hightower, 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 **May 3, 2016** 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 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 3rd
 Day of May 2016.
Bryant Hightower
 Notary Public
 My Commission Expires: 11/16/16

