

GEORGIA BOARD OF FUNERAL SERVICE
Board Meeting Minutes – May 9, 2017
Professional Licensing Boards Division of the Secretary of State
237 Coliseum Drive, Macon, Georgia 31217

Members Present:

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

Others Present:

- La Trena Tyler-Jones, Executive Director
- Sandy Barboza, Board Support Specialist
- Carla Murray, Licensing Analyst
- Amantha Lovett, Complaints
- Reagan Dean, Senior Assistant Attorney General

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

Call to Order: Bryant Hightower, Chair, noted that a quorum was present, called the meeting to order at 10:04 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, Michael Fowler seconded, and the Board voted to approve the May 9, 2017.

Minutes:

Michael Fowler moved, W.T. Edmonson seconded, and the Board voted to approve the April 5, 2017 Open Meeting minutes and Executive Session minutes.

Ratification List:

Licenses Issued 03-31-2017 through 05-05-2017 (Total – 28):

License #	Licensee
CREM000142	Georgia Funeral Care & Cremation Services
EMB005114	Abigail Charlayne Meadows
FD005515	Johnnie Edward McDowell, Jr.
FD005516	Abigail Charlayne Meadows
FEST001976	King Brother's Funeral Home and Cremation Services
FEST001977	Nobles Funeral Home
FEST001978	King and Sons Funeral Home and Cremation Service
FEST001979	R Keith Godfrey Mortuary & Cremation Service
FEST001980	Raymond H Bentley Memorial Mortuary
FSA006122	Mitchell Chase Welborn
FSA006123	Jason Frederick Austin
FSA006124	Carol K Monteleone

License #	Licensee
FSA006125	Charles Alvin McCloud
FSA006126	Dexter Vernor Sims
FSA006127	Justin K McNeal
FSA006128	Margarite Lee Roberts
FSA006129	David Alfred Williams
FSA006130	Anthony Demarion Thomas
FSA006131	Kevin Todd McNeill, Jr
FSA006132	Ronald Dewayne Spence
FSA006133	Morgan Natalia Jones
FSA006134	Ja'bre C Slaughter
FSA006135	Carolyn Denice Pierce
FSA006136	Gary Herbert Murphy
FSA006137	Melinda Proulx Ingle
FSA006138	James Alan Turk
FSA006139	Tyrell Javon Harris
FSA006140	Benjamin Avery Rumbaugh

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William Bowen moved, Tom Lord seconded, and the Board voted unanimously to ratify the licenses issued between meetings by application and reinstatement in accordance with Board Rules and Policies.

EXECUTIVE SESSION:

W. T. Edmondson moved, Michael Fowler seconded, and the motion carried to enter into Executive Session at 10:10 a.m. in accordance with O.C.G.A. §§ 43-1-19(h) and 43-18, on Tuesday, May 9, 2017 at the Professional Licensing Boards Division, 237 Coliseum Drive, Macon, Georgia 31217, for the purpose of conducting applicant appointments, to discuss and review applications and complaint cases, and to hear the Attorney General's report.

The Board recessed briefly for lunch at 12:35 p.m. Executive Session resumed at 1:00 p.m.

The Executive Session of the Georgia State Board of Funeral Service was closed by Bryant Hightower, Chair, at 2:18 p.m., who then declared the meeting back in public session. No votes were taken in Executive session.

OPEN SESSION:

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

Appointments:

Appearance # 2663405 – Howard Mortuary – change FDFCC to Noel N. Merritt – approved.

Appearance # 2665808 – T.C.P.C.S. rescheduled.

Appearance # 2663076 – Carter Funeral Home Bryan Chapel Inc. – change FDFCC to Jo Chapman – approved.

Appearance # 2665598 – Covington Crematory LLC – change FDFCC to Edna Rhena – approved.

Appearance # 2668599 – Jeff Eberhart Funeral Home Inc. – change FDFCC to Jeremy M. Hicks – approved.

Appearance # 2668749 – Hurley Funeral Home – change FDFCC to Tamika A. Fitzpatrick – approved.

Appearance # 2668544 – Glennville Funeral Home – new establishment – approved.

Appearance # 2670093 – T.F.H. – rescheduled.

Appearance #s 2670182 & 2670183 – East Georgia Crematory & Chapman Funeral Home – change FDFCC – Jesse R. Morgan – approved subject to receipt of a letter from the owner of Chapman Funeral Home.

Appearance # 2669782 – H.A.M.F.H. – rescheduled.

Appearance # 2670089 – Purvis Funeral Home – Change of location and change FDFCC to Daniel Z. Mcswords – approved.

Applications:

Application #s 2666973 & 2666974 – Heidi Lynn Reece – Funeral Director & Embalmer – approved.

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Application #s 2667681 & 2667683 – Orlando C. Farrington - Funeral Director & Embalmer – approved.

Application #2653223 – Rucker, Rucker, and Shelton Funeral Directors Inc. - Funeral Establishment – change of name and owner - approved.

Application #s 2670902 & 2670898 – Clinton D. Jackson - Funeral Director & Embalmer – approved.

Application #s 2668980 & 2668983 – E.L.G. - Funeral Director & Embalmer – denied for failure to meet qualifications.

Application # 2669433 – Dortch-Williamson Funeral & Cremation – Funeral Establishment - approved.

Complaints:

FUN170025 – refer to the Attorney General for a public consent order (both establishments), 2 years’ probation, public reprimand, and \$1,000 fine for each license. Also issue a public consent order for the FDFCC 2 years’ probation and \$1,000 fine.

FUN170075 – Closed – no violations found.

FUN170084 – Closed – with a letter of concern.

FUN170104 – Closed – with a letter of concern.

FUN170117 – Closed – no violations found.

Attorney General’s Report:

Consent order issued and docketed - #2017-0595.

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 (NFDA)	Cremation Certification Program – Williamsburg, VA 06/28/17	7
National Funeral Directors Association (NFDA)	RSVP I’ll See You at My Living Funeral	1
National Funeral Directors Association (NFDA)	Ten (fairly) Easy Steps to OSHA Compliance	1
National Funeral Directors Association (NFDA)	Certified Preplanning Consultant (CPC) Program	8
Order of the Golden Rule	Harness the Power of Goggle & Facebook	1
Order of the Golden Rule	Behind the Scenes of the JFK Assassination	1
Order of the Golden Rule	Trends in Funeral Merchandising	1
Order of the Golden Rule	Investing in Key Employees	1

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Provider	Course	Points
Georgia Funeral Directors Association (GFDA)	2017 Annual Convention	8

Joe Westbury moved, William Bowen seconded, and the motion carried by the Board to accept the following orders:

Docketed Orders:

Orders to Accept Fine Monies:

Name	License #	Docket #	Amount Accepted
Kennedy Funeral Home LLC	FEST001286	2017-0332	\$100
Hall's Funeral Home	FEST000158	2017-0431	\$200
Bentley Carson Memorial Funeral Home	FEST001314	2017-0456	\$ 50
Orders to Accept Fine Monies - Total			\$350

Consent Order:

Name	License #	Docket #	City
Charles Alvin McCloud	FSA006125	2017-0440	Thomasville

90 Day Grace Period Request:

Michael Fowler moved, Tom Lord seconded, and the Board voted unanimously to approve the following 90-day grace period requests:

Name	License #	Location	Expires
Hunter-Allen-Myhand Funeral Home	FEST000846	LaGrange	07/17/17
J.L. Litman Memorial Funeral Home	FEST001501	Albany	07/24/17

Information:

Funeral Renewal Date Alignment – All establishments and associations have been notified.

Received Conference Model Practice Act 04/25/2017.

Open Records Request from Lindsey Padgett – legal responded using policy guideline.

Hardship Extension:

Carmichael-Hemperly / Metro Crematory – Tom Lord motioned, Joe Westbury seconded and the Board voted to approve the extension until 06/05/2017 (total 180 days).

Proposed Rule 250-5-.13:

Nancy Kennedy moved, Michael Fowler seconded, and the Board voted to approve posting of proposed Rule 250-5-.13 pursuant to O.C.G.A. 43-1-34. Michael Fowler moved, William Bowen seconded, and the Board voted that the formulation and adoption of the rule does not impose excessive regulatory cost on

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any licensee and any cost to comply with the proposed rule cannot be reduced by a less expensive alternative that fully accomplishes the objectives of the statute which are the basis for that proposed rule. Additionally, the Board voted that it is not legal or feasible to meet the objective of the rule's legal authority to adopt or implement differing actions for businesses as listed in O.C.G.A. § 50-13-4(A), (B), (C), and (D). The formulation and adoption of this rule will impact every licensee in the same manner and each licensee is independently licensed or owned and operated in the field of funeral service.

Request to lift probation:

Joe Westbury motioned, William Bowen seconded, and the Board voted to lift probation for Bobby F. Smith, license numbers FD002080 and EMB002083.

Meeting Date Change:

William Bowen motioned, Tom Lord seconded, and the Board voted to change the July 11, 2017 meeting to July 10, 2017 at 10:00 a.m.

The next meeting of the Georgia Board of Funeral Service will be held Tuesday, June 13, 2017 at 10:00 a.m. at 237 Coliseum Drive, Macon, Georgia.

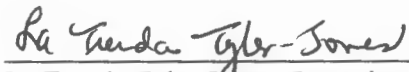
There being no further business, Chair Hightower declared the meeting adjourned at 3:09 p.m.

Minutes recorded by: Sandy Barboza, Board Support Specialist

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

Minutes approved on 6/13/17


Bryant Hightower, Chair


La Trenda Tyler-Jones, 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 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 9, 2017 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 9th
Day of MAY 2017
Deborah A. Horton
Notary Public
My Commission Expires: JAN. 18, 2021

