

GEORGIA BOARD OF FUNERAL SERVICE
Board Meeting Minutes – November 14, 2017
Professional Licensing Boards Division of the Secretary of State
237 Coliseum Drive, Macon, Georgia 31217

Members Present:

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

Others Present:

- La Trenda Tyler-Jones, Executive Director
- Sandy Barboza, Board Support Specialist
- Carla Murray, Licensing Analyst
- Amantha Lovett, Complaints
- Reagan Dean, 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 10:08 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.

OPEN SESSION:

Agenda:

Joe Westbury moved, Tom Lord seconded, and the Board voted to approve the November 14, 2017 agenda, with the addition of a vote on Rule Amendments.

Minutes:

Michael Fowler moved, W.T. Edmondson seconded, and the Board voted to approve the October 10, 2017 Open Meeting minutes and Executive Session minutes.

Ratification List:

Licenses Issued 10-05-2017 through 11-09-2017 (Total – 39): Tom Lord moved, Michael Fowler 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
EMB005136	Robert Lynn Graham, Jr.
EMB005137	Heath Barnette Lawhon
EMB005138	Reanna Lynn Willis
EMB005139	Austin Kenneth O'Neal
EMB005140	Jerrid Shane Delong
EMB005141	Auston Brian Irvin
EMB005142	Michelle Caroline Eaker
EMB005143	Rebekah Elaine Cline
FD005537	Robert Lynn Graham, Jr.
FD005538	Heath Barnette Lawhon
FD005539	Reanna Lynn Willis
FD005540	Austin Kenneth O'Neal
FD005541	Jerrid Shane Delong
FD005542	Auston Brian Irvin
FD005543	Michelle Caroline Eaker

License #	Licensee
FD005544	Ashleigh Meghan Messer
FD005545	Rebekah Elaine Cline
FEST001991	Batts & Bridges Funeral Home LLC
FEST001992	Williams-Westbury Funeral Home
FEST001993	C.M. Brown-Barnes Funeral Home LLC
FSA006196	Kenneth Frank Rogers
FSA006197	Darrell Edward Watkins
FSA006198	Charles Harrison Atchinson
FSA006199	Angela Chenese Chatman
FSA006200	Shantel Capri Fleming
FSA006201	William Andrew Chapman
FSA006202	Elizabeth R Mitchell
FSA006203	Shawna Wright Bagwell
FSA006204	Lindsey Joyce Weaver
FSA006205	Jack W Allen

GEORGIA BOARD OF FUNERAL SERVICE
Board Meeting Minutes – November 14, 2017
Professional Licensing Boards Division of the Secretary of State
237 Coliseum Drive, Macon, Georgia 31217

License #	Licensee
FSA006206	James Joey Wallace
FSA006207	Danielle Teresa Guy
FSA006208	Tiffani Michele Chambers
FSA006209	Shanna Jo Foskey
FSA006210	Faatimah Tucker

License #	Licensee
FSA006211	Colin Dwayne Jackson
FSA006212	Edwin Newton Barber, Jr
FSA006213	Joshua David Burke
FSA006214	William C Gaulden, Jr

Rule Amendments:

The Board reviewed the proposed rule amendments as discussed in the November 13, 2017 work session. W.T. Edmondson moved, Nancy Kennedy, seconded and the Board voted to, upon receipt of the Memorandum of Legal Authority, set a date for public hearing and post the proposed amendments for public review. Tom Lord moved, Michael Fowler seconded and the motion carried to note that the formulation and adoption of these rules does not impose excessive regulatory cost on any licensee, and any cost to comply with the proposed rules cannot be reduced by a less expensive alternative that fully accomplishes the objectives of the Code. Nancy Kennedy moved, Tom Lord seconded and the Board voted to note that it is not legal or feasible in meeting the objectives of the Code to adopt or implement differing actions for business as listed in O.C.G.A. § 50-13-4(3)(A), (B), (C), and (D), and that the formulation of these rules will impact every licensee in the same manner and each licensee is independently licensed or is an owner and operator in the field of Funeral Service.

250-3-.01	250-4-.03	250-5-.08	250-5-.12
250-4-.01	250-4-.04	250-5-.09	250-6-.05
250-4-.02	250-4-.05	250-5-.10	250-6-.06

EXECUTIVE SESSION:

Nancy Kennedy moved, Joe Westbury seconded, and the motion carried to enter into Executive Session in accordance with O.C.G.A. §§ 43-1-19(h) and 43-18, on Tuesday, November 14, 2017 at 10:50 a.m. at the Professional Licensing Boards Division, 237 Coliseum Drive, Macon, Georgia 31217, for the purpose of conducting applicant appointments, discussing and reviewing applications and complaints and to hear the Attorney General's report.

The Executive Session of the Georgia State Board of Funeral Service was closed by Bryant Hightower, Chair, at 2:47 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 # 2694191 – Memorial Park North Riverside Chapel - change of FDFCC to Jerry Cleveland-Ward - approved.

Appearance # 2697808 – Bernstein Funeral Home and Cremation Service – change of FDFCC to Marion C. Mullis Jr. - approved.

GEORGIA BOARD OF FUNERAL SERVICE
Board Meeting Minutes – November 14, 2017
Professional Licensing Boards Division of the Secretary of State
237 Coliseum Drive, Macon, Georgia 31217

Appearance # 2697932 – Davis Professional Services - change of FDFCC to Xavier Davis Dunlap – approved.

Appearance # 2692784 & 2692787 – Georgia Cremation Service - change of FDFCC to Alexander Paul Northcutt – approved.

Appearance # - 2700532 – Mack’s Funeral Home & Cremation Service – change of FDFCC to Jessica Monique Eppinger – approved.

Appearance # 2700752 – H.A.W.F.C. – rescheduled to December meeting.

Appearance # FD – S.P.P. – reschedule to December meeting.

Applications:

Application #s 2646200 & 2646201 A.M.H – tabled for 4 year background check.

Application # 2696833 – F.F.H.C. – tabled – approval subject to receipt of name change application.

Application # 2698667 – Helena F. Guess – Funeral Director/Embalmer – approved by reciprocity.

Application #s 2695770 & 2695771 – Tracy Randall Jenkins – Funeral Director/Embalmer – approved by reciprocity.

Application #s 2697928 & 2697929 – Paul A. Simmons – Funeral Director/Embalmer – approved.

Application #s 2698922 & 2698921 – D.T.V. – Funeral Director/Embalmer – tabled for an appearance before the Board.

Application # 2700537 – McGhee-Griffin & Stewart Funeral Home – Funeral Establishment – issue with a consent order, \$1500 fine split between Funeral Establishment and FDFCC, with 2 years’ probation each.

Application # - 2700836 – Simmons Funeral Home Inc. – Funeral Establishment – approved.

Complaints:

FUN180001 – refer to the Attorney General, \$1000 fine, 2 years’ probation, Funeral Establishment and FDFCC with a public reprimand.

FUN180020 – refer to the Attorney General, \$2600 fine, 2 years’ probation and a public consent order.

FUN180023 – refer to the Attorney General for summary suspension.

FUN180030 – Tabled – refer to Inspection to obtain a statement from the FDFCC.

FUN180031 – Tabled – promoting or participating in a burial society - send investigator for statement - burial certificate - etc. get a copy of license issued by GA insurance commissioner.

FUN180033 – Tabled – refer to Investigations to obtain a statement of who signed disinterment - refer to investigations to interview probate judge, Hall and Hitchcock.

FUN180035 – Tabled – refer to the Attorney General for summary suspension.

FUN180036 – Closed – no violations found.

GEORGIA BOARD OF FUNERAL SERVICE
Board Meeting Minutes – November 14, 2017
Professional Licensing Boards Division of the Secretary of State
237 Coliseum Drive, Macon, Georgia 31217

FUN180037 – Closed – cannot verify complaint.

Attorney General’s Report:

FUN170080 – matter discussed.

FUN170073 – matter discussed.

OTHER BUSINESS:

Continuing Education:

Joe Westbury moved, Michael Fowler 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
The Conference	International Conference of Funeral Service Examiners Boards - February 28 - March 1, 2018	Total 12.75
	Board Member Training Program	7.5
	Funeral Service Administrators (AEFSB)	3.5
	Examination Services Forum	1.0
	2017 Tasks Analysis Overview	1.0
	Recent Cases & What We Need to Learn	1.0
	Scandals, Secrets, & Lies - Panel Discussion	1.0
	Discipline Power Hour	1.0
	District Meetings	1.5
	Conference Express	0.5
	Hurricane Katrina - 12 Years Later - What We Learned	1.0
	Conference Fishbowl	1.3
Regulatory Support Services	OSHA - Your Compliance Training Toolbox	2.0
	Emergency Action Plan	1.0
Selected Independent Funeral Home	2018 NextGen Seminar	8.5

Docketed Orders:

Nancy Kennedy moved, Tom Lord seconded, and the Board voted to accept the docketed orders as presented:

Type	Name	License #	Docket #	Amount Accepted
OAFM	Community Funeral Home	FEST000671	2017-1482	\$200
OAFM	Woodstock Funeral Home Inc	FEST001084	2017-1480	\$450
OAFM	Canton Funeral Home and Cemetery at Macedonia Memorial Park	FEST001947	2017-1481	\$250
OAFM	Lakeside Funeral Home	FEST001795	2017-1648	\$100

GEORGIA BOARD OF FUNERAL SERVICE
Board Meeting Minutes – November 14, 2017
Professional Licensing Boards Division of the Secretary of State
237 Coliseum Drive, Macon, Georgia 31217

OAFM	Herschel Thornton Mortuary	FEST001847	2017-1691	\$200
Orders to Accept Fine Monies - Total				\$1,200

Consent Order	Ralph L Crosby	EMB003273 & FD003709	2017-1400
Consent Order	Nicole Alison Suarez	FSA006186	2017-1399

90 day grace period requests:

Tom Lord moved, W.T. Edmondson seconded, and the Board voted unanimously to approve the following 1st 90-day grace period requests:

Name	City	License #	License Type	Expires
Ward's Funeral Home	Dawson	FEST000595	Funeral Establishment	12/11/17
Horace A. Ward Funeral Home, Fairview Chapel	Stockbridge	FEST001402	Funeral Establishment	01/11/18
Alexander Funeral Home	Cleveland	FEST001712	Funeral Establishment	12/09/17

Requests to Lift Probation:

Joe Westbury moved, Michael Fowler seconded, and the Board voted unanimously to lift probation from the following licenses:

- Dennis Bellamy - FD003341 / EMB002904
- Bobby Frank Smith - FD002080 / EMB002083
- Jones-Wynn Funeral Home & Crematory - FEST001843 / CREM000097
- Dana Jones Wynn - FD003176

The next meeting of the Georgia Board of Funeral Service will be held Tuesday, December 12, 2017 at 10:00 a.m. at 237 Coliseum Drive, Macon, Georgia.

There being no further business, Chair Hightower declared the meeting adjourned at 2:53 p.m.

Minutes recorded by: Sandy Barboza, Board Support Specialist

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

Minutes approved on 12/12/2017


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.

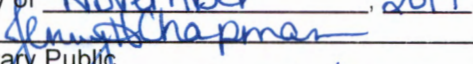
Comes Bryant Hightower, the Chairman identified below and, before an official duly authorized to administer oaths, makes this affidavit in satisfaction of the statutory requirements outlined above.

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 **November 14, 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 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 14th
Day of November, 2017.

Notary Public
My Commission Expires: 11/5/2021

