

GEORGIA BOARD OF FUNERAL SERVICE
Board Meeting Minutes – January 9, 2018
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
- Tom Lord, Vice-Chair

Others Present:

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

Members Absent:

- William Bowen

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:

W.T. Edmondson moved, Michael Fowler seconded, and the Board voted to approve the January 9, 2018 agenda.

Minutes:

Joe Westbury moved, W.T. Edmondson seconded, and the Board voted to approve the December 12, 2017 Open Meeting minutes and Executive Session minutes.

Ratification List:

Licenses Issued 11-10-2017 through 12-08-2017 (Total – 21): William Bowen moved, Nancy Kennedy 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
CREM000147	Flanders Morrison Funeral Home Inc.
EMB005144	Justin Lewis Davis
EMB005145	Jacob Reed Jenkins
EMB005146	Cynthia Lanette Hull-Shelton
EMB005147	Shyra Teshun Anderson
EMB005148	Paul A Simmons
EMB005149	Shelby Nechelle Cummings
EMB005150	Shontae Latrease Philpot
EMB005151	Andrew Robert Byrd
EMB005152	Helena F Guess
FD005546	Jacob Reed Jenkins
FD005547	Cynthia Lanette Hull-Shelton
FD005548	Shyra Teshun Anderson

License #	Licensee
FD005549	Paul A Simmons
FD005550	Shelby Nechelle Cummings
FD005551	Shontae Latrease Philpot
FD005552	Andrew Robert Byrd
FD005553	Helena F Guess
FEST001994	Nathaniel Thomas And Son Home For Funerals, Inc.
FEST001995	Vincent R. Drummer Funeral Home
FEST001996	Howard Mortuary
FSA006215	Stephen Lee Lunsford
FSA006216	Robin Lester Smith
FSA006217	Michael H Pilling
FSA006218	Semetress Lashae Simmons
FSA006219	Cassandra Michel Hanson

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License #	Licensee
FSA006220	Steven Bennett Allen, II
FSA006221	Pedro Arredondo
FSA006222	Erika Evans Robinson
FSA006223	Reba Manderia Royer
FSA006224	Meredith Adrianna Petricelli

License #	Licensee
FSA006225	Matthew Lee Hopkins
FSA006226	Marcquis X.C. Phillips
FSA006227	Megan Kay Mitchell
FSA006228	Precious Danielle Bush

PUBLIC HEARING:

The scheduled hearing for Community Mortuary / Charles Rox was continued to February 13, 2018.

EXECUTIVE SESSION:

Michael Fowler 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, January 9, 2018 at 10:08 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 12:32 p.m., who then declared the meeting back in public session. No votes were taken in Executive session.

OPEN SESSION:

W.T. Edmondson moved, Nancy Kennedy seconded, and the motion was carried by the Board to ratify the following recommendations made during Executive Session:

Appointments:

Appearance # 2703753 – Airport Mortuary and Shipping Service - change of FDFCC to Amanda Henderson Lucas - approved.

Appearance # 2708027 – Knox Funeral Home – change of FDFCC to Lonnie D. McGee - approved.

Appearance # 2709271 – Thomas L King Funeral Home Inc. - change of FDFCC to Steven Phillip Pierce – approved.

Application:

Application # 2705253 – Luke Strong & Son Mortuary Inc. – Funeral Establishment – approved pending receipt of corporate documentation.

Complaints:

FUN180021 – tabled for an appearance before the Board.

FUN180017 – close – no violations found.

FUN180022 – tabled for an appearance before the Board.

FUN180033 – Close – no jurisdiction.

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FUN180038 – Tabled – refer to Investigations to obtain a statement regarding delayed death certificate.

FUN180030– Close – send a strong letter of concern.

FUN180047 – Tabled – refer to Inspections to obtain a statement regarding marital status.

Attorney General’s Report:

Reminder – Hearing scheduled for February 13, 2018.

Discussed questions presented by Josh Waters.

OTHER BUSINESS:

Continuing Education:

Nancy Kennedy moved, Joe Westbury 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
NFDA	Pursuit of Excellence	1
NFDA	2018 NFDA Cremation Conference	8
CANA	2018 CANA Crematory Operations Certification Program	8

Docketed Orders:

Michael Fowler moved, Joe Westbury seconded, and the Board voted to accept the docketed orders as presented:

Type	Name	License #	Docket #	Amount Accepted
OAFM	Moss-Stovall-Neal Funeral Home	FEST001050	2018-0008	100
Orders to Accept Fine Monies - Total				\$650

Type	Name	License #	Docket #	City
Notice of Hearing	Rox, Charles DeWayne	FD005098 & EMB004687	2017-1832	Tifton
Summary Suspension	Simpson & Daughters Mortuary	FEST000577	2017-1833	Douglasville
Reinstatement	Harris, Antoine Megal	FD004575 & EMB004166	2017-1900	Rutledge
Public Consent Order	McNeill, Funeral Home	FEST001715	2017-1902	Augusta
Public Consent Order	McNeill, Kevin T. Sr.	FD004182 & EMB004166	2017-1901	Martinez
Public Consent Order	Stewart, Zane Kent	FD004958	2017-1919	Cornelia
Public Consent Order	McGahee-Griffin & Stewart Funeral Home	FEST000861	2017-1920	Cornelia

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90 day grace period requests:

Joe Westbury moved, Michael Fowler seconded, and the Board voted unanimously to approve the following 1st 90-day grace period requests:

Name	License #	City	Expiration
Hill's Mortuary	FEST001619	Statesboro	03/16/2018
Sunset Funeral Home	FEST001016	Kingsland	03/31/2018
Thomas L. King Funeral Home	FEST000568	Martinez	02/13/2018

Joe Westbury moved, Michael Fowler seconded, and the Board voted unanimously to approve the following 2nd 90-day grace period requests:

Name	License #	City	Expiration
Ward's Funeral Home	FEST000595	Dawson	03/11/2018
National Cremation Society	CREM000043	Lilburn	02/10/2018
Advantage Funeral Home	FEST0001819	Lilburn	02/10/2018

Rule Waiver Request:

Maxine Lowe – request denied.

Requests to Lift Probation:

Georgia Funeral Care & Cremation – FEST001856 – approved.

Kevin R. Marcy – FD004254 & EMB003847 – approved.

Renewal Dates:

The Board acknowledged the information received regarding the Joint Secretary Rules governing renewal dates.

Hardship Request:

Garden View Funeral Home – approved for 90 days. Must reapply if repairs are not complete within 90 days and update the Board on progress made.

The next meeting of the Georgia Board of Funeral Service will be held Tuesday, February 13, 2018 at 10:00 a.m. at 237 Coliseum Drive, Macon, Georgia.

There being no further business, Chair Hightower declared the meeting adjourned at 12:50 p.m.

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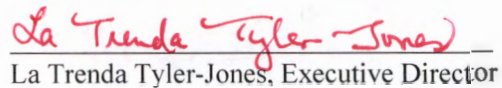
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Minutes recorded by: Sandy Barboza, Board Support Specialist

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

Minutes approved on 2/13/18


Bryant Hightower, Chair


La Trenda Tyler-Jones, Executive Director

STATE OF GEORGIA

COUNTY OF BIBB

AFFIDAVIT SUPPORTING CLOSING OF PUBLIC MEETING

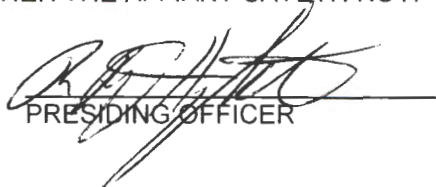
The Georgia Open Meetings Act, O.C.G.A 50-14-1 et seq., requires that all meetings of an entity covered by the statute must be open to the public unless there is some specific statutory exception which permits the closing of the meeting. If such a meeting is to be closed, the law requires that the presiding 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 **January 9, 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 9th
 Day of JANUARY, 2018
Deborah A. Horton
 Notary Public
 My Commission Expires: Jan. 16, 2021

