

GEORGIA BOARD OF FUNERAL SERVICE
Board Meeting Minutes – August 14, 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
- Joe Westbury
- Nancy Kennedy
- William Bowen
- Bryant Hightower

Others Present:

- La Trenda Tyler-Jones, Deputy Division Director
- Laurie Elander, Licensing Supervisor
- Carla Murray, Licensing Analyst
- Melanie Foster, Board Support Specialist
- Reagan Dean, Assistant Attorney General

Members Absent:

Darryl Bentley

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 10:04 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, Bryant Hightower seconded, and the Board voted to approve the August 14, 2018 agenda.

Minutes

Joe Westbury moved, W.T. Edmondson seconded, and the Board voted to approve the July 10, 2018 Open Meeting minutes and Executive Session minutes.

Ratification List

Licenses Issued 7-9-2018 through 8-12-2018 (Total – 35): 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
EMB005197	Michelle Andrea Adams	FEST002009	Peachtree Cremation
EMB005198	James Robert Williams	FEST002010	Starling-Evans Funeral Home
EMB005199	Ashley Duriel Arnold	FEST002011	Wheeler Funeral Home and Crematory
EMB005200	Dorinda Akins Cobb	FEST002012	Peachtree Cremation Society
EMB005201	Montalvis Keshawn Fulton	FSA006335	Tommy Wayne Jordan
FD005598	Michelle Andrea Adams	FSA006336	John Randolph Parker
FD005599	James Robert Williams	FSA006337	Shermain Qunita Neloms
FD005600	Ashley Duriel Arnold	FSA006338	Jeremy Lydell Harris
FD005601	Dorinda Akins Cobb	FSA006339	Matthew Aaron Allen
FD005602	Montalvis Keshawn Fulton	FSA006340	Danielle Faye Plante
FEST002006	Wimberly Funeral Home, Inc	FSA006341	Edith Oleen Miller
FEST002007	Tom M, Wages Funeral Service-Lawrenceville	FSA006342	Shakeriah Wyvette Matthews
FEST002008	Tom M. Wages Funeral Services-Snellville	FSA006343	Jeffery K Pate

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License #	Licensee	License #	Licensee
FSA006344	Elisabeth Briana Hash	FSA006349	Troy Vaughn Chaney
FSA006345	Charles Cornell Walker	FSA006350	Immanuel Eleazar Proby
FSA006346	Kisha Juanita Houze-Oliphant	FSA006351	Benjamin Michael Lott
FSA006347	Charlie Junior Robinson	FSA006352	Carter Eugene Evans
FSA006348	John Tyler Reynolds		

EXECUTIVE SESSION

W.T. Edmondson moved, Joe Westbury seconded, and the board voted to enter into Executive Session at 10:06 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.

Lunch Break: 12:50 p.m. to 1:30 p.m.

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 4:09 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 # 2747105 – Advantage Funeral Home and Cremation - change of FDFCC to Regina Alicye Tyson – approved

Appearance # 2742889 – Haisten McCullough Funeral Home and Crematory – addition of crematory license – approved.

Appearance # 2746310 – Coes Funeral Home – change of name from Alvie Coes Funeral Home and change of FDFCC to Santrevius D. McCoy – approved.

Appearance # 2743839 – McLean-Litman Funeral Service – change of FDFCC to Andrew Harris, Jr. – approved.

Appearance # 2751265 – National Cremation Service – change of FDFCC to Justin Lewis – approved.

Appearance # 27522320 – Airport Mortuary - change of FDFCC to Sabrina Celeste Leon-Cummings – approved.

Appearance # 2752342 / 2752327 – N.M.P.F.H. – rescheduled.

Appearance # 2753136 – H.C.F.H. - rescheduled.

Appearance # 2753378 – Gray Memorial Chapel & Crematory – new funeral home and crematory – funeral home approved, crematory approved pending Secretary of State inspection of retort.

Appearance # 2752787 – Community Mortuary – change of ownership of facility to Laverne Patricia Melton – approved.

Appearance # 2738010– Stocks Funeral Home – change of FDFCC to Kecia Lenore Davis – approved.

Appearance # 2753141– Amicalola Cremation Service, Inc. – application to add crematory license with FDFCC James Bearden – approve.

Applications

Application # 2724445 – Cleveland Funeral Home - change of name from Alexander Funeral Home – approved.

Application # 2747111 – Wheeler’s Funeral Home – new facility – approved.

Application # 2747620 / 2747622 – Albert Cornelius Murray – reinstatement of Embalmer and Funeral Director licenses - approved.

Application # 2750508 – B.B.F.H. – change of FDFCC – denied - criminal history and falsification of application.

Application # 2743840 – Mosby - Litman Funeral Home – change of FDFCC to Jarrell Mack Litman – approved.

Application # 2751803 / 2751801 – A.S. Turner and Sons Crematory – change of FDFCC for Crematory and Funeral Home to Robert C. Hume – approved.

Application # 2751810 – Joseph Scott Galyon – reinstatement of Embalmer license – approved.

Application # 2754187 – Plummer Funeral Home LLC – new facility-owner FDFCC Dijon Lance Plummer – approved.

Complaints

FUN190002 – Tabled – refer to AG for summary suspension of Funeral Director, Embalmer and Funeral Home licenses.

FUN190003 – Tabled – pending FDFCC cognizant interview

FUN180110 – Tabled – refer to Inspections to obtain statement from FDFCC.

FUN190004 – Tabled – refer to Inspections to obtain statement from apprentice supervisor.

FUN190005 – Tabled – pending statement from FDFCC.

FUN190001 – Tabled – refer to AG for summary suspension of Funeral Director, Embalmer and Funeral Home licenses.

FUN180119 – Tabled – pending Cognizant interview.

FUN190010 – Tabled – refer to Inspections to obtain statement from individual who was FDFCC at the time the allegation took place.

FUN190011 – Tabled – refer to AG for summary suspension of Funeral Director, Embalmer, Funeral Home and Crematory licenses.

FUN190012 – Tabled – refer to AG for summary suspension of Funeral Director, Embalmer and Funeral Home licenses.

FUN170147 – Close – FDFCC and facility each fined \$250 per month from March 2015 to July 2018, two years probation each, public consent order for each. Refer to Investigations for criminal investigation.

FUN190013 – Close – no violation found – send letter to complainant that if any violations found, Board will notify complainant.

Attorney General’s Report

FUN180094 – Close – \$1000 fine, five years probation, public consent order, restricted from serving as FDFCC while on probation.

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

OTHER BUSINESS

Continuing Education- Joe Westbury moved, Nancy Kennedy seconded, and the motion carried by the Board to accept the Continuing Education Committee’s recommendations to approve the following continuing education course as presented:

Provider	Course	Points
NFDA	Funerals Build Resilient Kids	1
NFDA	Professional Presence: Body Language	1.5
NFDA	RSVP: I'll See You at My Living Funeral	2.5
NFDA	Techniques for Edema and Long Bone Donation	1.5
NFDA	Digital Marketing Done Right	1.5
NFDA	Embracing Diversity: Tapping Into Your Team's Unique Strengths	1.0
NFDA	Branding and beyond -Achieving Peak Marketing Success	1.0
NFDA	Youth and Funeral Panel	1.5
NFDA	Cemetery Customs from Around the World	1.5
ICFA	2018 Fall Management Conference	9.0
AGEG	2018 AGEK Clinic	10.0

Docketed Orders – The Board voted to unanimously accept the docketed orders as presented.

Type	Licensee	License #	Docket #	City
OAFM	McLean-Litman Funeral Service Inc	FEST000269	2018-1084	Douglas
OAFM	Bentley Carson Memorial Funeral Home	FEST001314	2018-1146	Cordele
OAFM	Fisher Funeral Home Inc	FEST000132	2018-1245	Cochran
OAFM	Brannen-Nesmith Funeral Home	FEST001568	2018-1244	Unadilla
Reinstatement	Willis Funeral Services Inc	FEST001668	2018-1139	Forsyth

90 day Grace Period Requests – Bryant Hightower moved, W.T. Edmondson seconded, and the Board voted to approve the following 2nd 90-day grace period requests:

Name	License #	City	Expiration
Guyton Brothers Funeral Home	FEST000153	Bainbridge	8/15/2018
Stocks Funeral Home	FEST001081	Atlanta	9/5/2018
Craig R. Tremble F.H.	FEST001699	Pembroke	10/30/2018

Request to Lift Probation:

Lakeside Funeral Home – CREM000108 – the Board voted to unanimously approve.

Fee Change FYI

The Board staff notified the Board that The International Conference of Funeral Service Examining Boards National Board Exam fee increased on August 1, 2018.

Question Regarding Apprentices

The Board reviewed a question regarding how long an apprentice may serve as an apprentice. The Board advised staff to send response referencing Georgia law and that if questioner has a specific complaint, that they may submit it to the Board for review.

Verify Board Contact Information

The Board reviewed and provided any necessary updates regarding their contact information.

Proposed 2019 Meeting Dates

The Board reviewed proposed 2019 meeting dates. The vote to accept the proposed dates was tabled due to a potential conflict.

New Application Procedure:

The Board unanimously voted to have staff obtain GCIC reports on all FDFCC applicants.

The next meeting of the Georgia Board of Funeral Service will be held Tuesday, September 11, 2018, at 10:00 a.m. at 237 Coliseum Drive, Macon, Georgia.

There being no further business, Thomas Lord, Chair declared the meeting adjourned at 4:25 p.m.

Minutes recorded by: Melanie Foster, Board Support Specialist

Minutes reviewed and edited by: Brad Coman, Executive Director

Minutes approved on 9/11/18



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 Tom 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 **August 14, 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 14th
Day of August
Deborah A. Horton
Notary Public
My Commission Expires: Jan. 18, 2021

