

GEORGIA BOARD OF FUNERAL SERVICE
Board Meeting Minutes – September 11, 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
- Darryl Bentley

Others Present:

- Brad Coman, Executive Director
- La Trenda Tyler-Jones, Deputy Division Director
- Carla Murray, Licensing Supervisor
- Melanie Foster, Board Support Specialist
- Reagan Dean, Senior Assistant Attorney General*

*via teleconference

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 10:10 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, Nancy Kennedy seconded, and the Board voted to approve the September 11, 2018 agenda.

Minutes

Joe Westbury moved, W.T. Edmondson seconded, and the Board voted to approve the August 14, 2018 Open Meeting minutes and Executive Session minutes.

Ratification List

Licenses Issued 8-13-2018 through 9-6-2018 (Total – 24): Bryant Hightower 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
CREM000151	Cecil Lawrence Inc DBA Haisten McCullough Funeral Home and Crematory	FEST002018	Plummer Funeral Home LLC
CREM000152	Amicalola Cremation Service, Inc	FSA006353	Janice McCain Dandy
CREM000153	Gray Memorial Chapel & Crematory	FSA006354	Charles Michael Petty
EMB005202	Veneka Tomaro Williams	FSA006355	Michael C Carter
EMB005203	Laura Elizabeth Scott	FSA006356	William Tyler Dorsey
FD005603	Veneka Tomaro Williams	FSA006357	Ashley Joan Sosebee
FD005604	Laura Elizabeth Scott	FSA006358	Mark Anthony Weaver, Jr
FEST002013	Coes Funeral Home, LLLP	FSA006359	Serena Avery Gray
FEST002014	Community Mortuary	FSA006360	James Anthony Jenkins, Jr
FEST002015	Cleveland Funeral Home	FSA006361	Blair Marie Carson
FEST002016	Wheeler's Funeral Home	FSA006362	Natalia Francine Evelyn Felix
		FSA006363	Jeffrey Frederick Underwood

EXECUTIVE SESSION

W.T. Edmondson moved, Joe Westbury seconded, and the board voted to enter into Executive Session at 10:14 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: 1:01 p.m. to 1:33 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 2:43 p.m. No votes were taken during Executive Session.

OPEN SESSION

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

Appointments

Appearance # 2752342 / 2752327 – Norman Medford-Peden Funeral Home - change of FDFCC to Carl W. Steiger – approved

Appearance # 2753136 – Henry-Cochran Funeral Home – change of FDFCC to Karen M. Jezewski – approved.

Appearance # 2754479 – Graham's Mortuary and Affairs, LLC – new facility appointment of Scott M. Page as FDFCC – approved.

Appearance # 2756284 – Swain Funeral Home LLC – change of FDFCC from Wesley Swain to Walter J. McLellan – approved.

Appearance # 2756272 – Platt's Funeral Home Belair Road – change of FDFCC from Kurt Boyd to Cynthia J. Martin– approved.

Appearance # 2755345 / 2757710 – West GA Crematory and Mortuary Service - change of FDFCC for crematory and funeral home from Daniel Byars to Banitta Jones – approved.

Appearance # 2756162 – Community Chapel Funeral Home of Jesup Inc – new facility appointment of FDFCC Ralph E. Johnson – approved.

Appearance # 2750508 – B.B. F.H. – change of FDFCC – denied – upheld denial of FD and EMB licenses.

Appearance # 2758977 – E.S. F.H. – change of FDFCC – denied for failure to meet qualifications.

Appearance # FUN180119 – tabled - respondent did not appear.

Appearance # FUN190003 – respondent appeared – letter of concern – close.

Applications

Application # 2756155 – R.C.L. – new facility – denied per O.C.G.A. 43-18-71.

Application # 2757704 – Candice L. Brooke – EMB endorsement/reciprocity – approved.

Application # 2757699– Henderson and Sons Oaknoll Chapel – change of ownership and change of name from Miller & Richards Oaknoll Chapel Funeral & Cremation Services - approved.

Complaints

FUN180047 – Close – no violation found.

FUN190014 – Close – no jurisdiction.

FUN190015 – Table – refer to Investigations to obtain records. FDFCC to appear at next board meeting.

FUN190018 – Close – send letter of concern.

FUN190019 – Table – refer to Investigations to obtain records.

FUN180110 – Close – no violation found.

FUN190024 – Table – refer to Inspections to obtain statement regarding incident.

FUN190025 – Table – respondent to appear at next Board meeting.

FUN190010 – Close – letter of concern.

FUN180106 – Table – fine must be paid within 14 days or a hearing will be scheduled.

FUN190029 – Close – citation appeal approved - fine waived.

Attorney General's Report

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

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	Business Succession Planning	1.0
Funeral Service Academy	Grief Management: An Overview for Funeral Professionals	3.0
Funeral CE	Ethical Business Practices for Funeral Directors	2.0
The Dodge Company	2018 Dodge Technical Seminar – Update	9.0

Docketed Orders – Joe Westbury moved, Bryant Hightower seconded, and the Board voted to accept the docketed orders as presented:

Type	Licensee	License #	Docket #	City
OAFM	George Levett Sr. and Sons Funeral Home	FEST001917	2018-1319	Conyers
OAFM	Herschel Thornton Mortuary	FEST001847	2018-1373	Atlanta
OAFM	H M Patterson & Son	FEST000415	2018-1374	Atlanta
Summary Suspension	Brantley, John Hall	FD004789; EMB004379	2018-1333	Wrightsville
Summary Suspension	Brantley Funeral Home Inc.	FEST001944	2018-1334	Wrightsville

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

Name	License #	City	Expiration
Vining Ivy Hill Chapel	FEST001499	Eatonton	10/18/2018
Ferguson Brother's F.H.	FEST001656	Rochelle	09/10/2018
William Gayleano Murray and Son Funeral Home	FEST001849	Fairburn	08/28/2018

The International Conference of Funeral Service Examining Boards 2017 Annual Report FYI

Staff uploaded a copy of The International Conference of Funeral Service Examining Boards 2017 Annual Report for Board review.

Proposed 2019 Meeting Dates

The Board unanimously approved the proposed 2019 meeting dates.

Request for Administrative Authority

The Board unanimously approved a staff request for administrative authority to accept voluntary surrenders upon receipt.

Rules Questions from the Governor's Office

The Board reviewed a question forwarded from the Governor's Office regarding the proposed amendment to Funeral Board Rule 250-5-12(8). The Board provided the Governor's Office rationale for the proposed amendment. The Board also reviewed a question forwarded from the Governor's Office regarding a petition to veto Ga. Comp. R. & Regs. r. 250-5-.11. After careful consideration, the Board provided clarification regarding Ga. Comp. R. & Regs. r. 250-5-.11.

Board members will provide crematory training to Inspectors from the Secretary of State Office of Investigations on Wednesday, September 12, 2018 at 10:00 a.m. at 237 Coliseum Drive, Macon, Georgia.

The next meeting of the Georgia Board of Funeral Service will be held Tuesday, October 9, 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 3:06 p.m.

Minutes recorded by: Melanie Foster, Board Support Specialist

Minutes reviewed and edited by: Brad Coman, Executive Director

Minutes approved on 10/9/18

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 Thomas 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 **September 11, 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 11th
 Day of September, 2018.

 Notary Public
 My Commission Expires: 11/5/21