

GEORGIA BOARD OF FUNERAL SERVICE
Board Meeting Minutes – July 9, 2019
Professional Licensing Boards Division of the Secretary of State
237 Coliseum Drive, Macon, Georgia 31217

Members Present:

- Joe Westbury, Vice Chair
- Darryl Bentley
- Nancy Kennedy
- Bryant Hightower
- Thomas Lord
- William Bowen

Others Present:

- Brad Coman, Executive Director
- Carla Murray, Licensing Supervisor
- Melanie Foster, Licensing Analyst
- Alexis Hardy, Board Support Specialist
- Kirsten Daughdril, Senior Assistant Attorney General

Members Absent:

- W.T. Edmondson, Chair

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

Joe Westbury, acting Chair, noted that a quorum was present, called the meeting to order at 10:09 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

Bryant Hightower moved, Nancy Kennedy seconded, and the Board voted to approve the July 9, 2019 agenda.

Minutes

Tom Lord moved, Bryant Hightower seconded, and the Board voted to approve the June 19, 2019 Open Session minutes and Executive Session minutes.

Ratification List

Licenses Issued 6-17-2019 through 7-2-2019 (Total – 13): Tom Lord moved, Bryant Hightower 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 |
|------------|--|
| CREM000161 | Cleveland Funeral Home & Cremation Services |
| EMB005246 | Spencer Samuel Wilson |
| EMB005247 | Ashley Nicole McRay |
| FD005645 | Spencer Samuel Wilson |
| FD005646 | Andre Amato |
| FEST002038 | Starling Funeral Home |
| FEST002039 | Mowell Funeral Home and Cremation Service Inc. |

| License # | Licensee |
|------------|--|
| FEST002040 | Mowell Funeral Home and Cremation Service Inc. |
| FSA006464 | Matthew Donnie Calvert |
| FSA006465 | Chad Thomas Rising |
| FSA006466 | Joshua Duane Hazle |
| FSA006467 | Donald Steve Oliver |
| FSA006468 | Jaloni Williams |

EXECUTIVE SESSION

William Bowen moved, Nancy Kennedy seconded, and the board voted to enter into Executive Session at 10:10 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.

At the conclusion of Executive Session, Joe Westbury, acting 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 1:46 p.m. No votes were taken during Executive Session.

OPEN SESSION

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

Appointments

Appearance # 2811574 – Bentley and Sons Funeral Home – Change of FDFCC from Carl McKinney to Jim Harper Jr – Approved, pending receipt of resignation letter from outgoing FDFCC – Darryl Bentley recused.

Appearance # 2810325 – Mountain View Cremation Services – Change of FDFCC from Heath Lawhon to Alexander Northcutt – Approved, pending proof of completion or registration for crematory operator certification training within 30 days.

Appearance # 2805409 / 2805407 – Leaf Cremation – Change of FDFCC for the funeral establishment and crematory from Alexander Northcutt to Justin Davis – Approved.

Appearance # 2808673 – Miles Funeral Home – Change of FDFCC from Christopher Johnson to Raymond Jones Jr. – Approved.

Appearance # 2809828 / 2809835 – Cremation Society of the South Eagle’s Landing / Southcare Cremation and Funeral Society – Change of FDFCC for the funeral establishment and crematory from Glenn Teller to Trina Heyward-McNeal – Approved.

Appearance # 2812836 – Paschal Memorial Funeral Home – Change of FDFCC from Alonzo McMillan to Sheila Butler – Approved, pending receipt of amended employment affidavit page in application.

Appearance # FUN190080 – Cognizant interview conducted with Kirsten Daughdril and cognizant member Tom Lord, regarding a complaint – Close – Matter resolved.

Appearance # 2813963 – Ferguson Brothers Funeral Home – Change of FDFCC from Vincent Glover to Rodney Godfrey Approved – Follow up inspection to be conducted within 30 days to ensure that issues from the July 8th preliminary inspection have been addressed.

Applications

Application # 2812322 – Toombs County Funeral Home – Change of name from Stewart Rosier Funeral Service Lyons Chapel to Toombs County Funeral Home – Approved. Change of FDFCC from Jamie Stewart to Robert Rosier – Approved.

Application # 2810949 – Terry Family Funeral Home – Change of FDFCC from Bobby Smith to Sherell Terry – Approved.

Application # 2812315 / 2812317 – R.S. – Does not meet requirements for endorsement or reciprocity – Denied.

Complaints

- FUN190141 – Table – Refer to Inspections to obtain statement from FDFCC and respondent.
- FUN1900116 – Close – Signed Consent Order and fine have been received.
- FUN190146 – Table – Refer to Inspections to obtain statement from FDFCC.
- FUN190060 – Table – If no response from applicant within 1 year from date application was submitted, close complaint and withdraw application.
- FUN190123 – Close – No violation.
- FUN190147 – Table – Refer to Inspections to obtain statement from FDFCC.
- FUN200002 – Table – Refer to Inspections to obtain statement from FDFCC.
- FUN200003 – Table – Refer to Inspections to obtain statement from FDFCC and a signed copy of statement of goods and services.
- FUN190096 – Close – Matter resolved.
- FUN190143 – Table – Awaiting Investigative report.

Attorney General’s Report

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

- FUN190015 – Half of fine paid; case continued to August.
- FUN190016 – Signed Consent Order and fine received.
- FUN180116 – OSAH hearing scheduled for August 27, 2019.
- FUN190124 – File has been received by the Attorney Generals’ office.
- FUN190111 – File has been received by the Attorney Generals’ office.

EXECUTIVE SESSION OTHER BUSINESS

Crematory Inspection

Refer to Inspections to obtain statement from FDFCC regarding whether or not repairs have been made. If repairs have been made, proof of repairs are to be provided. Refer to Attorney Generals’ office for legal advice.

OTHER BUSINESS

Continuing Education – Nancy Kennedy moved, Tom Lord seconded, and the motion carried unanimously by the Board to accept the Continuing Education Committee’s recommendations to approve the following continuing education courses as presented:

| Provider | Course | Points |
|---|---|---------------|
| Selected Independent Funeral Homes | 2019 Annual Meeting | 10 |
| NFDA | Making it Meaningful with Remembering a Life | 1 |
| | Dancing on the Edge of a Revolution: Helping People and Building in the Connected World | 1 |

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|---|--|---|
| | Honor, Duty, Sacrifice | 1 |
| International Order of the Golden Rule | Improving the Health of Your Business to Better Serve Families: A Case Study | 1 |
| | How Corporately-Owned Chains Win Price Shoppers and How That Knowledge Can Benefit Your Funeral Home | 1 |
| | Workforce Expectations - Matching Next Gen Expectations With Your Funeral Culture | 1 |
| | The Funeral Home of the Future May Not be a Funeral Home at all | 1 |
| | Themed Funerals - Beyond Bubbles and Dove Releases | 1 |
| Funeral Directors Life Insurance Co. | Decreasing Customer Loyalty: The Problem Isn't What You Think | 1 |

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

| Type | Licensee | License # | Docket # | City |
|------|------------------------------------|------------|-----------|---------|
| OAFM | W D Lemon & Sons Funeral Home Inc. | FEST000866 | 2019-1108 | Morrow |
| OAFM | F.L. Sims Funeral Home-Decatur | FEST001948 | 2019-1237 | Decatur |

Cremation Society Business Model

For informational purposes only.

Annual Financial Reports

Bryant Hightower moved, Nancy Kennedy seconded, and the Board voted to table to the August 13, 2019 meeting for further discussion.

Alkaline Hydrolysis Responses

Bryant Hightower moved, Tom Lord seconded, and the Board voted to table to the August 13, 2019 pending legal advice from the Attorney Generals' Office.

The Conference – Regulations in Funeral Service

For informational purposes only.

Executive Director's Report

The Board reviewed the Executive Director's report, which provided the Board with statistical data relevant to the processing of applications and complaints/compliance matters.

The next meeting of the Georgia Board of Funeral Service will be held Tuesday, August 13, 2019, at 10:00 a.m. at 237 Coliseum Drive, Macon, Georgia.

There being no further business, Joe Westbury, acting Chair, declared the meeting adjourned at 2:27 p.m. Minutes recorded by: Alexis Hardy, Board Support Specialist
Minutes reviewed and edited by: Brad Coman, Executive Director
Minutes approved on August 13, 2019



W.T. Edmondson, 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 Joe Westbury, acting 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 July 9, 2019 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 JULY 2019
Deborah A. Horton
 Notary Public
 My Commission Expires: JAN. 18, 2021

