

**GEORGIA BOARD OF FUNERAL SERVICE**  
**Board Meeting Minutes – August 13, 2019**  
Professional Licensing Boards Division of the Secretary of State  
237 Coliseum Drive, Macon, Georgia 31217

**Members Present:**

- W.T. Edmondson, Chair
- 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
- Bryon Thernes, Senior Assistant Attorney General

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

W.T. Edmondson, 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 13, 2019 agenda.

**Minutes**

Joe Westbury moved, Bryant Hightower seconded, and the Board voted to approve the July 9, 2019 Open Session minutes and Executive Session minutes.

**Ratification List**

Licenses Issued 7-3-2019 through 8-6-2019 (Total – 18): Joe Westbury 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
EMB005248	Gary Herbert Murphy
EMB005249	Bernard Cleven Buggs, Jr
EMB005250	Matthew Lee Hopkins
FD005647	Gary Herbert Murphy
FD005648	Bernard Cleven Buggs, Jr
FD005649	Ashley Nicole McRay
FD005650	Matthew Lee Hopkins
FEST002041	Toombs County Funeral Home
FSA006469	Christopher Richard Barrett

License #	Licensee
FSA006470	Quinderius Rodney Malik Clark
FSA006471	Jeallin Anselma Perez
FSA006471	Jeallin Anselma Perez
FSA006473	Vanessa Amber Van Tubbergen
FSA006474	Kodey Hudson Johnson
FSA006475	Tesia M Thurmond
FSA006476	Va'Quan Deman Wright
FSA006477	David Lee Ayers
FSA006478	Sharmin Quintavious McMiller

## **EXECUTIVE SESSION**

Joe Westbury moved, Nancy Kennedy seconded, and the board voted to enter into Executive Session at 10:05 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, W.T. Edmondson, 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**

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

### **Appointments**

Appearance # 2814501 – Good Shepherd Funeral Home – Change of FDFCC from George Mathis to Anthony McGuire – Approved.

Appearance # 2816749 – Forest Lawn Funeral Home and Memorial Gardens – Change of FDFCC from Teddy Davidson to Kimberly Sullivan – Approved, pending receipt of letter from ownership approving designee to appear on behalf of ownership.

Appearance # 2817583 – Winkenhofer-Pine Funeral Home – Change of FDFCC from Charles Peavy Jr. to Stephen Price – Approved.

Appearance # 2816346 – Ronnie L. Stewart Funeral Service – Change of name from Stewart-Rosier Funeral Service-Glenwood Chapel to Ronnie L. Stewart Funeral Service – Approved. Change of FDFCC from Robert Rosier Jr. to Matthew Williams – Approved.

Appearance # FUN190135 – Did not appear. Refer to Attorney General's office to draft Notice of Hearing and Matters Asserted for a hearing before the Board at the October 8, 2019 meeting, due to an unpaid citation.

Appearance # 2816926 / 2816930 – Southern Cremations and Funerals – New funeral home and crematory establishment – Approved. Appointment of Rashaad Ansley as FDFCC for funeral home and crematory – Approved.

Appearance # 2658669 – R.L.J.S.F.H. – Cognizant interview with Thomas Lord and Bryon Thernes. The Board accepted a signed Voluntary Surrender from the facility's owner.

Appearance # 2822221 – In Their Honor Jasper Funerals and Cremations – New funeral home – Approve pending passing inspection. Appointment of Brookle Hicks as FDFCC for funeral home – Approved, pending passing inspection.

### **Applications**

Application # 2816360 – Ronnie L. Stewart Funeral Service – Change of name from Stewart-Rosier Funeral Service to Ronnie L. Stewart Funeral Service – Approved. Change of FDFCC from Robert Rosier Jr. to Matthew Williams – Approved.

Application # 2819841 – SM – Table – Pending proof of employment.

Application # 2818552 – Cremation Services of Georgia – Change name from Mountian View Cremation Services of Georgia to Cremation Services of Georgia – Approved, pending receipt of certified crematory operator’s certificate.

### **Complaints**

FUN190126 – Table – Cognizant interview to be scheduled with owner at the September 10, 2019 Board meeting.

FUN190138 – Close – Letter of Concern regarding best practices.

FUN200003 – Close – No violation.

FUN200002 – Close – Letter of Concern regarding time taken to file death certificate.

FUN200009 – Close – No jurisdiction.

FUN200015 – Table – Refer to Inspections to obtain statement from respondent and owner/FDFCC, and a copy of the Statement of Goods and Services.

FUN190117 – Close – No violation.

FUN200016 – Table – Refer to Inspections to obtain statement from owner and FDFCC, and any supporting documents.

FUN200020 – Table – Refer to Inspections to obtain copy of Statement of Goods and Services.

FUN120119 – Close – Administratively close due to age.

FUN190136 – Close – Matter resolved.

FUN190141 – Close – Letter of Concern regarding allegations of unlicensed practice.

FUN190147 – Table – Staff to contact complainant and verify if complaint has been resolved. If no response in 30 days, close complaint.

### **Attorney General’s Report**

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

The Board reviewed and discussed the requested legal advice.

### **EXECUTIVE SESSION OTHER BUSINESS**

#### **Permit for Disposition of Human Remains**

The Board reviewed a revised version of the current permit from the State Office of Vital Records. The Board requests clarification on the revisions and their effect. The Board noted that they are open to reviewing referrals made to them for violations of the Board laws and rules.

#### **Crematory Inspection**

2578824 – Table – To the September 10, 2019 Board meeting.

1106184 – Request a copy of 2020 crematory inspection after completion.

2760306 – No repairs needed immediately. Copy of 2020 inspection to be reviewed by the Board upon completion.

2578666 – Table – Facility to provide proof of a current retort inspection, or provide proof one is scheduled prior to the next Board meeting.

2520652 – Table – To the September 10, 2019 Board meeting.

2613993 – Table – To the September 10, 2019 Board meeting.

2796019 – Table – To the September 10, 2019 Board meeting.

**OTHER BUSINESS**

**Continuing Education** – Joe Westbury moved, William Bowen 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:

<b>Provider</b>	<b>Course</b>	<b>Points</b>
<b>ICCFA</b>	2019 Executive Leadership Summit	9
<b>NFDA</b>	Recomposition	1.5
	Tech Talk! User Experience: Differentiating Between the Good, the Bad, and the Ugly	1
<b>The Independent Funeral Home</b>	2019 Fall Conference	9
<b>Charles G. Cannon</b>	Active Shooter in our House of Worship	3
<b>GFDA</b>	The Opioid Epidemic	2.5

**Docketed Orders** – Joe Westbury moved, William Bowen seconded, and the Board voted to accept the docketed orders as presented:

<b>Type</b>	<b>Licensee</b>	<b>License #</b>	<b>Docket #</b>	<b>City</b>
OAFM	Blankumsee, Thomas & Wright (BTW) Funeral	FEST001756	2019-1316	Quitman
OAFM	Bentley & Sons Funeral Home	FEST001445	2019-1315	Jeffersonville
OAFM	Mackey-Wilson-Jennings Funeral Home Inc.	FEST000894	2019-1324	Lagrange
OAFM	Good Shepherd Funeral Home Inc.	FEST001692	2019-1352	Rome
OAFM	Davis & Sons Funeral Home	FEST000793	2019-1423	Conyers
OAFM	Community Funeral Home	FEST001321	2019-1422	Blakely
OAFM	Raymond H Bentley Memorial Mortuary	FEST001980	2019-1471	Manchester
OAFM	Coes Funeral Home, LLLP	FEST002013	2019-1470	Unadilla

**Active Crematory Repair Companies**

For informational purposes only.

**Annual Financial Reports**

The Board discussed tracking compliance of licensee’s submitting annual financial reports. The Board unanimously voted for the matter to be referred to the Secretary of State’s office, as the Board does not have jurisdiction.

**2020 Proposed Meeting Dates**

Joe Westbury moved, William Bowen seconded, and the Board unanimously voted to approve the following proposed meeting dates for 2020:

January 14, 2020  
February 11, 2020  
March 10, 2020  
April 8, 2020  
May 12, 2020  
June 11, 2020

July 14, 2020  
August 11, 2020  
September 8, 2020  
October 13, 2020  
November 10, 2020  
December 8, 2020

**Request to Lift Probation**

The Board reviewed a request to lift probation of Michael Thornhill (FD003371 / EMB002923). With requirements of Consent Order met, Joe Westbury moved, Tom Lord seconded, and the Board unanimously voted to approve the request.

**Grace Period Request**

The Board reviewed a request for a second grace period. Tom Lord moved, Joe Westbury seconded, and the Board unanimously voted to approve the request.

**Alkaline Hydrolysis Reponses**

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, September 10, 2019, at 10:00 a.m. at 237 Coliseum Drive, Macon, Georgia.

There being no further business, W.T. Edmondson, Chair, declared the meeting adjourned at 3:35 p.m.  
Minutes recorded by: Alexis Hardy, Board Support Specialist  
Minutes reviewed and edited by: Brad Coman, Executive Director  
Minutes approved on September 10, 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 Willie Edmondson, 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 13, 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.

  
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 PRESIDING OFFICER

Sworn to and subscribed before me this 13th  
 Day of AUGUST, \_\_\_\_\_  
William H. Horton  
 Notary Public  
 My Commission Expires: JAN. 18, 2021

