

GEORGIA BOARD OF FUNERAL SERVICE
Board Meeting Minutes – September 10, 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
- 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

Members Absent:

- Bryant Hightower

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 10:12 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, Nancy Kennedy seconded, and the Board voted to approve the September 10, 2019 agenda.

Minutes

Joe Westbury moved, Tom Lord seconded, and the Board voted to approve the August 13, 2019 Open Session minutes and Executive Session minutes.

Ratification List

Licenses Issued 8-7-2019 through 9-2-2019 (Total – 20): Joe Westbury 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
CREM000162	Southern Cremations & Funerals
CREM000163	Cremation Services of Georgia
EMB005251	Chelise Rene Farmer
EMB005252	Marcquis X.C. Phillips
FD005651	Chelise Rene Farmer
FD005652	Marcquis X.C. Phillips
FEST002042	Ronnie L. Stewart Funeral Service
FEST002043	Southern Cremations & Funerals
FEST002044	Ronnie L Stewart Funeral Service
FEST002045	In Their Honor of Jasper Funerals and Cremations

License #	Licensee
FSA006479	Carolina Alejandra Wilson
FSA006480	Walter Scott Walston
FSA006481	Tiffany Johnson Luster
FSA006482	Rickey William Brooks
FSA006483	Kyonna LeShun Jones
FSA006484	Jaylen Ramone Harris
FSA006485	Sydney Allyn Sisk
FSA006486	David Paul Clutter
FSA006487	Milton Keith Phagan
FSA006488	Kathryn Ellen Priestash

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EXECUTIVE SESSION

Joe Westbury moved, Tom Lord seconded, and the board voted to enter into Executive Session at 10:13 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 12:55 p.m. No votes were taken during Executive Session.

OPEN SESSION

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

Appointments

Appearance # FUN190126 – Did not attend. Refer to Inspections to obtain statement from FDFCC.

Appearance # FUN190147 – Cognizant interview conducted with Bryon Thernes, and Tom Lord, Cognizant. FDFCC has been requested to submit a general price list, to include a breakdown of each cost.

Appearance # 2825076 – Coastal Empire Crematory – New crematory facility – Approved.

Appearance #2812315 / 2812317 – R.S. – Licensee does not meet three year employment requirement – Denial upheld.

Appearance # 2826245 – Christopher Young Funeral Home – New funeral establishment – Approved. Appointment of Emma Corbitt as FDFCC – Approved.

Applications

Application # 2822839 – Carter Funeral Home – Change of FDFCC from Jo Chapman to Sanford Carter Sr. – Approved.

Application # 2825070 – Zandria Williams – Change of Funeral Service Apprentice supervisors to Tammie Shaw, supervising Funeral Director, and Carey Shiloh, supervising embalmer. – Approved.

Complaints

FUN200024 – Close – No jurisdiction.

FUN200025 – Close – Letter of Concern to licensee to address their statutory obligation to notify the Board of arrests and convictions.

FUN200022 – Table – Refer to Inspections to obtain statement from FDFCC.

FUN190143 – Table – Refer to Inspections for follow-up inspection.

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FUN190083 – Close – No violation.

FUN200028 – Table – Refer to Inspections to obtain statement from FDFCC.

FUN200029 – Table – Refer to Inspections to obtain statement from FDFCC.

FUN190125 – Table – To the October 8, 2019 meeting.

FUN200016 – Close – No violation.

FUN200027 – Close – Matter resolved.

FUN200030 – Table – Refer to Inspections to obtain statement from FDFCC and Statement of Goods and Services.

Attorney General’s Report

The Board reviewed and accepted the Attorney General’s report, which included information on any cases referred for action.

EXECUTIVE SESSION OTHER BUSINESS

Permit for Disposition of Human Remains

For informational purposes only.

Crematory Inspection

1151192 – Table – Request that facility provide proof of a current retort inspection, or provide proof one is scheduled within 10 days.

442257 – Table – Request that facility provide proof of a current retort inspection, or provide proof one is scheduled within 10 days.

2518824 – Table – Request that facility submit updated retort inspection.

2796019 – Table – Request that facility provide proof of a current retort inspection, or provide proof one is scheduled within 10 days.

2520652 – Table – Request that facility submit proof of repairs.

2613993 – Table – Request that facility submit proof of repairs.

OTHER BUSINESS

Continuing Education – Joe Westbury moved, Nancy Kennedy 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
The Dodge Institute for Mortuary Studies	2020 Dodge Technical Seminars	12
FuneralCE	Cremation Prearrangement Conference Best Practice	2

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Docketed Orders – Joe Westbury moved, Tom Lord 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	2019-1514	Conyers
OAFM	Paschal Memorial Funeral Home	FEST001986	2019-1598	Cochran
OAFM	Perkins Funeral Home	FEST000665	2019-1597	Cuthbert
OAFM	Dortch-Williamson Funeral & Cremation	FEST001984	2019-1613	Riverdale
OAFM	Jacobs Funeral Home	FEST001404	2019-1672	Blackshear
OAFM	Willie A Watkins Funeral Home - Riverdale Chapel	FEST001876	2019-1699	Riverdale
OAFM	Hancock Funeral Home Inc.	FEST000440	2019-1708	Americus
Voluntary Surrender	R.L. Jones & Son's Funeral Home Camden	FEST001975	2019-1526	Woodbine
Cease and Desist	Corsie V Akins	N/A	2019-1273	Blairsville
Public Consent Order	Lane Memorial Chapel	FEST000634	2019-1531	Adel

United Kingdom Competition and Markets Authority

The Board reviewed a questionnaire submitted by the United Kingdom Competition and Markets Authority regarding funeral markets and their regulations. Tom Lord moved, William Bowen seconded, and the Board unanimously voted to refer the United Kingdom Competition and Markets Authority to the Federal Trades Commission and to the Board’s Laws and Rules.

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, October 8, 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 1:04 p.m.
Minutes recorded by: Alexis Hardy, Board Support Specialist
Minutes reviewed and edited by: Brad Coman, Executive Director
Minutes approved on October 8, 2019

Joe Westbury, Acting 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 **September 10, 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 10th
 Day of September, _____
Deborah Horton
 Notary Public
 My Commission Expires: JAN. 18, 2021

