

**GEORGIA BOARD OF FUNERAL SERVICE**  
**Board Meeting Minutes – October 8, 2019**  
Professional Licensing Boards Division of the Secretary of State  
237 Coliseum Drive, Macon, Georgia 31217

**Members Present:**

- Joe Westbury, Vice Chair
- Bryant Hightower
- 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

\*via teleconference

**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 10:04 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**

Nancy Kennedy moved, William Bowen seconded, and the Board voted to approve the October 8, 2019 agenda as amended.

**Minutes**

Tom Lord moved, Nancy Kennedy seconded, and the Board voted to approve the September 10, 2019 Open Session minutes and Executive Session minutes.

**Ratification List**

Licenses Issued 9-3-2019 through 10-2-2019 (Total – 24): Tom Lord moved, William Bowen 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
CREM000164	Coastal Empire Crematory
EMB005253	Cody Jefferson Crowell
EMB005254	Leon Harris
EMB005255	Aden Perry Fluker
EMB005256	Leo Lester Thomas, III
EMB005257	Kashia Monet Webster
EMB005258	Shantel Capri Fleming
EMB005259	Kelsey Danielle Scroggs
FD005653	Cody Jefferson Crowell
FD005654	Leon Harris
FD005655	Aden Perry Fluker
FD005656	Leo Lester Thomas, III

License #	Licensee
FD005657	Kashia Monet Webster
FD005658	Shantel Capri Fleming
FD005659	Kelsey Danielle Scroggs
FEST002046	Christopher Young Funeral Home
FSA006489	Pollyanna Grace Darnell
FSA006490	Brandy Lynne Crowe
FSA006491	Doreen Annette Weiseger-Cook
FSA006492	Laticia Anntionette Ethridge
FSA006493	Allison Anne Talley
FSA006494	Aaron Dionte Rivers
FSA006495	Jimmy Lee Fields
FSA006496	Rodriquez Rashaad Graper

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**EXECUTIVE SESSION**

Tom Lord 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, 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 2:38 p.m. No votes were taken during Executive Session.

**OPEN SESSION**

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

**Appointments**

Appearance # 2830957 / 2830959 – SouthCare Cremation and Funeral Society / Cremation Society of the South-Eagles Landing – Change of FDFCC, for the funeral establishment and crematory, from Trina Heyward-McNeal to Danielle Mauzy – Approved.

Appearance # 2818728 – Did not attend. Rescheduled to November 12, 2019 meeting.

Appearance # 2827520 – Higgins Funeral Home Hillcrest Chapel – Change of FDFCC from Jeff Higgins to Joseph Wilson – Approved.

Appearance # 2828050 – Parnick Jennings Funeral Home and Cremation Service – Change of FDFCC from David Dunlap to Gregory Patterson – Approved.

Appearance # 2828811 – Wimberly and White – Change of FDFCC Latasha Grant to Cynthia Hull-Shelton – Approved.

Appearance # 2828053 – Hunter Allen Myhand Funeral Home-Higgins Chapel – Change of ownership; Change of FDFCC from Edward Lucas to Jeffrey Higgins; Change of name from Hunter-Allen Myhand Funeral Home Inc. to Hunter Allen Myhand Funeral Home-Higgins Chapel – Approved, pending receipt of change of ownership letter.

Appearance # FUN190148 – Did not appear. Refer to Attorney General's office to draft Notice of Hearing and Matters Asserted for a hearing before the Board due to an unpaid citation.

Appearance # 2832038 – Beggs Funeral Home and Cremation Services – Change of ownership; Change of name from Beggs Funeral Home to Beggs Funeral Home and Cremation Services – Approved.

**Applications**

Application # 2820231 / 2820233 – Alan Anson – Funeral Director and Embalmer – Approved by Endorsement.

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Application # 2819841 / 2819843 – Shelesceyah McConnell – Funeral Director and Embalmer – Approved by Endorsement.

Application # 2824764 / 2824540 – M.P. – Funeral Director and Embalmer – Applicant did not submit their application within 6 months of leaving the state in which they had been actively engaged in the active practice of funeral service per Board Rule 250-5-.03(1)(d) and 250-5-.06(3) – Denied.

Application # 2828051 – Almon Funeral Home Inc. – Bryant Hightower recused – Change of ownership; Change of FDFCC from William Almon to Bryan Hancock – Approved.

Application # 2828441 – Celebration of Life Funeral Home – New facility – Approved. Appointment of Helena Guess as FDFCC – Approved.

Application # 2829552 – Gatlin Mortuary Inc. – New funeral establishment – Approved. Appointment of James Gatlin as FDFCC – Approved.

Application # 2824348 – Robert Hunt – Funeral Service Apprentice – Approved.

Application # 2829285 – M.F.H. – Facility does not have an operable retort, as required by statute. – Denied.

Application # 2832024 – C.R. – Table – Pending receipt of proof of completion of CE requirements.

**Complaints**

FUN190146 – Close – Matter resolved.

FUN200015 – Close – No violation.

FUN190147 – William Bowen recused – Table – Refer to Investigations to obtain statement from customer and any documents related to the complaint.

FUN190125 – Table – Staff to send letter to facility requesting changes be made to their website.

FUN200027 – Table – Refer to Inspections to obtain statement from Respondent regarding complaint.

FUN190143 – Close – No violation.

FUN190111 – Table – Refer to Attorney General’s office to draft Notice of Hearing and Matters Asserted for a disciplinary hearing before the Board due to failure to comply with Consent Order.

FUN200022 – Close – Letter of Concern to FDFCC regarding time taken to file death certificates.

FUN190126 – Table – Refer to Investigations to obtain records related to the transfer of ownership and obtain any related documents from the funeral home.

FUN200030 – Table – Schedule cognizant interview with owner/FDFCC for the November 12, 2019 Board meeting.

FUN200035 – Close – No jurisdiction.

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FUN190121 – For informational purposes only.

FUN190124 – Table – Refer to Attorney General’s office to schedule a Hearing before OSAH for revocation of licensure.

FUN200029 – Close – No violation.

FUN200028 – Close – No violation.

FUN200068 – Close – Letter of Concern to licensee to address their statutory obligation to notify the Board of arrests and convictions.

FUN200039 – Close – No jurisdiction.

**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**

**Crematory Inspection**

Facility # 2518824 – Close

Facility # 2518666 – Table – Schedule cognizant interview with owner/FDFCC for the November 12, 2019 Board meeting.

Facility # 2520652 – Table – Request that facility provide proof of a current retort inspection, or provide proof one is scheduled within 10 days.

Facility # 2613993 – Table – Request updated inspection report.

**OTHER BUSINESS**

**Continuing Education** – William Bowen 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:

<b>Provider</b>	<b>Course</b>	<b>Points</b>
<b>Funeral Service Academy</b>	Funeral Service Ethics	3
<b>Gregory B. Levett &amp; Sons Funeral Homes, Inc.</b>	Beyond Dreaming Entrepreneurship Seminar	10
<b>NFDA</b>	Tips and Tricks for OSHA Compliance	1
<b>ICCFA</b>	Crematory Operator and Cremation Arranger Certification Class	14

**Docketed Orders** – Tom Lord 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	Stocks Funeral Home	FEST001081	2019-1843	Atlanta
Notice of Hearing	F.K. Jones & Son's Funeral Home Camden	FEST001238	2019-1842	Rome

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Cease and Desist	Teresita Dollar	N/A	2019-1812	Stone Mountain
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**Second 90 Day Grace Period Requests**

Tom Lord moved, Bryant Hightower seconded, and the Board voted unanimously to approve the following 2<sup>nd</sup> 90-day grace period requests:

Name	Licensee #	City	Expiration
Tom Stutts and Son Funeral Home	FEST000224	Franklin	January 8, 2020
Peoples Community Funeral Home	FEST002036	Baxley	January 8, 2020

**Request to Lift Probation**

Board reviewed and approved a request to lift the probation of Chapman Funeral Home (FEST001770) and East Georgia Crematory (CREM000098). Both Facilities have complied with all Board requirements. Bryant Hightower moved, William Bowen seconded, and the Board unanimously voted to approve the request.

Board reviewed and approved a request to lift the probation of Keith Beggs (FD003974) and Beggs Funeral Home (FEST001313). Licensee has complied with all Board requirements. William Bowen moved, Bryant Hightower seconded, and the Board unanimously voted to approve the request.

**Closing Inspection Form**

Table to November 12, 2019 Board meeting. Bryant Hightower moved, William Bowen seconded, and the motion carried.

**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, November 12, 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 2:53 p.m. Minutes recorded by: Alexis Hardy, Board Support Specialist  
Minutes reviewed and edited by: Brad Coman, Executive Director  
Minutes approved on November 12, 2019



W.T. Edmondson, Chair



Brad Coman, Executive Director