

**GEORGIA BOARD OF FUNERAL SERVICE**  
**Board Meeting Minutes – December 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
- William Bowen
- Thomas Lord
- Bryant Hightower
- Darryl Bentley

**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:**

- Nancy Kennedy

*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 10:01 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**

William Bowen moved, Joe Westbury seconded, and the Board voted to approve the December 10, 2019 agenda as amended.

**Minutes**

Joe Westbury moved, William Bowen seconded, and the Board voted to approve the November 12, 2019 Open Session minutes and Executive Session minutes.

**Ratification List**

Licenses Issued 11-8-2019 through 12-4-2019 (Total – 13): 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
EMB005272	Christopher Braxton Hopkins
EMB005273	Moses Jutomue Stryker
FD005671	Christopher Braxton Hopkins
FD005672	Moses Jutomue Stryker
FEST002051	Peterson's Funeral Home
FEST002052	Southern Cremations & Funerals at Holly Hill

License #	Licensee
FSA006504	Kacy Dwight Morgan
FSA006505	Ivorie Nechelle Hamilton
FSA006506	Nikki Annette Moore
FSA006507	Freddie Lewis Curry, Jr.
FSA006508	Crystal Monique Preston
FSA006509	Charles Robert O'Berry
FSA006510	Almari Kelsey Phinazee

**EXECUTIVE SESSION**

Joe Westbury moved, William Bowan seconded, and the board voted to enter into Executive Session at 10:02 a.m. in accordance with O.C.G.A. §§ 43-1-19(h) and 43-18, for the purpose of conducting

**GEORGIA BOARD OF FUNERAL SERVICE**  
**Board Meeting Minutes – December 10, 2019**  
Professional Licensing Boards Division of the Secretary of State  
237 Coliseum Drive, Macon, Georgia 31217

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 1:12 p.m. No votes were taken during Executive Session.

**OPEN SESSION**

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

**Appointments**

Appearance # 2840974 – Knox Funeral Home – Change of FDFCC from Lonnie McGee to Gwendolyn Moore – Approved.

Appearance # 2828445 / 2828448 – Did not appear.

Appearance # 2840503 / 2840507 – Leaf Cremation – Change of FDFCC from Justin Davis to Brookle Hicks – Approved.

Appearance # 2833521 / 2833523 – T.V. – Did not appear. Funeral Director and Embalmer by endorsement/reciprocity – Georgia does not reciprocate with originating state and applicant does not meet three year employment requirement– Denial upheld.

Appearance # 2818728 – LW Jackson and Family Mortuary – New facility. Appointment of Moses Myers as FDFCC – Approved.

Appearance # 2837362 – Whitley-Garner at Rosehaven Memorial Park, Funerals, and Cremations – Bryant Hightower recused – Change of FDFCC from Denam Hess to Robert Graham Jr. – Approved.

Appearance # FUN190148 – Did not appear. Consent Order was accepted by the Board in lieu of a public hearing.

Appearance # FEST001892 – Did not appear. Rescheduled for January 14, 2020 Board meeting – Refer to Inspections for routine inspection.

Appearance # 2842735 – Tom Stutts and Son Funeral Home – Bryant Hightower recused – Change of FDFCC from Thomas Stutts to Dennis James – Approved.

Appearance # 2842310 – M.W.J.F.H. – Refer to Attorney General's office for legal advice.

**Public Hearing**

At 11:10 a.m., 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., for the purpose of conducting a public hearing.

**GEORGIA BOARD OF FUNERAL SERVICE**  
**Board Meeting Minutes – December 10, 2019**  
Professional Licensing Boards Division of the Secretary of State  
237 Coliseum Drive, Macon, Georgia 31217

The Presiding Officer, W.T. Edmondson, called the hearing for F.K. Jones Funeral Service (FEST001238) to order at 11:10 a.m. The Board heard testimony from Inspector Supervisor, Vicky Shivley, and the respondent. At the conclusion of the hearings, the Board rendered the following decision on the case presented: to uphold the inspection fines, in addition to a \$500 penalty fee, for failure to pay fines or appeal to the Board within 30 days, and \$350 in court costs, to total \$1,450.

At 11:30 a.m. Joe Westbury moved, Tom Lord seconded, and the board voted to enter back into Executive Session in accordance with O.C.G.A. §§ 43-1-19(h) and 43-18.

**Applications**

Application # 2835934 – Gus Thornhill Funeral Home – Change of FDFCC from Gus Thornhill to Annell Thornhill – Approve pending receipt of 1<sup>st</sup> 90 day Grace Period Request.

**Complaints**

FUN200049 – Table – Refer to Inspections to obtain statement from owner/FDFCC.

FUN200050 – Table – Schedule cognizant interview for January 14, 2020 Board meeting.

FUN200046 – Table – Refer to Inspections to obtain statement from FDFCC and obtain copies of Statement of Goods and Services.

FUN200044 – Close – Letter of Concern to FDFCC regarding inability to make contact.

**Attorney General’s Report**

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

**OTHER BUSINESS**

**Continuing Education** – Joe Westbury 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:

<b>Provider</b>	<b>Course</b>	<b>Points</b>
AG Associates	Up-Sell/Up-Scale Your Cremation Business	2
AG Associates	Be the Best Funeral Service Choice in Your Market	2
AG Associates	Be a Closer: Overcome Objections and Finalize the Contract Presenter: Charles G. Cannon and AG Associates	2
AG Associates	Enhanced Arrangement Training for Funeral Professionals	2
AG Associates	Ethics: The Good, The Bad, The Ugly	2
AG Associates	Good Communication: The Make-You or Break-You Skill	2
AG Associates	How to Use Your Unbeatable Political Strength as a Funeral Director	2

**GEORGIA BOARD OF FUNERAL SERVICE**  
**Board Meeting Minutes – December 10, 2019**  
Professional Licensing Boards Division of the Secretary of State  
237 Coliseum Drive, Macon, Georgia 31217

CANA	CANAs 2020 Cremation Symposium	7
CANA	Art of Selling Cremation 3: A Preneed Summit	5
CANA	Cremation & the Environment Online Course	2
CANA	Phone Shoppers: Your Best First Impression	1
CANA	Cremation Arrangement Conference Best Practices	2
CANA	CANAs Online Crematory Operations Certification Program	2
CANA	CANAs Crematory Operations Certification Program	8
NFDA	NFDA Business Education Seminar	5.5
NFDA	NFDA Cremation Conference	8.5
NFDA	Meet the Mentors	10.5
NFDMA	Who is NFDMA?	1
NFDMA	An Eye For Detail... It Makes the Difference	1
NFDMA	Funeral Ethics & Effective Communication	1
NFDMA	Interactive Cremation Seminar	2

**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	Hughes & Turner Funeral Home	FEST000643	2019-2048	Crawfordville
OAFM	Jacobs Mortuary	FEST001957	2019-2074	Bainbridge
OAFM	Leaf Cremation	FEST002024	2019-2119	Acworth
Notice of Hearing	Hill's Funeral Home Inc.	FEST000463	2019-2049	Greenville

**Petitions for Rule Waiver**

Mark Pittman – 2824764 / 2824540 – Waiver of Rule 250-5-.06(3) and 250-5-.03(1)(d): Granted - The Board feels that the purpose of the underlying statute upon which the rule is based has been achieved, and that strict application of the rule would create a substantial hardship to the applicant. Joe Westbury moved, William Bowen seconded, and the motion carried.

**NFDA Correspondence**

For informational purposes only.

**Open Records Request**

The Board reviewed an open records request and voted not to release the records at this time.

**GEORGIA BOARD OF FUNERAL SERVICE Board**  
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**Closing Inspections**

Table to January 14, 2020 Board meeting. Joe Westbury moved, William Bowen seconded, and the motion carried.

**Second 90 Day Grace Period Requests**

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

<b>Name</b>	<b>Licensee #</b>	<b>City</b>	<b>Expiration</b>
Southern Cremations and Funerals at Cheatham Hill	FEST001906	Marietta	February 29, 2020
Mackey-Wilson-Jennings Funeral Home Inc.	FEST000894	Lagrange	April 4, 2020

**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, January 14, 2020, at 10:00 a.m. at 237 Coliseum Drive, Macon, Georgia.

There being no further business, W.T. Edmonson, Chair, declared the meeting adjourned at 1:23 p.m.

Minutes recorded by: Alexis Hardy, Board Support Specialist

Minutes reviewed and edited by: Brad Coman, Executive Director

Minutes approved on: January 14, 2020



W.T. Edmondson, Chair



Brad Coman, Executive Director