

GEORGIA BOARD OF FUNERAL SERVICE
Board Meeting Minutes – January 14, 2020
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
- Nancy Kennedy

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, Tom Lord seconded, and the Board voted to approve the January 14, 2020 agenda.

Minutes

Joe Westbury moved, Bryant Hightower seconded, and the Board voted to approve the December 10, 2019 Open Session minutes and Executive Session minutes.

Ratification List

Licenses Issued 12-5-2019 through 1-7-2020 (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
EMB005274	Michael Scott Danis
EMB005275	James Levi Guthrie, Jr
FD005673	Michael Scott Danis
FD005674	James Levi Guthrie, Jr
FEST002053	LW Jackson & Family Mortuary
FSA006511	Jerrel Devonta Spencer
FSA006512	Ray Leslie Finger

License #	Licensee
FSA006513	Jereniah Austin-Bernard Brinson
FSA006514	Carly Diane Jones
FSA006515	Miranda Alexis Lipham
FSA006516	Lever Jackson
FSA006517	Lindsay Marie Plain
FSA006518	Myeshia Dominique Hendrix

EXECUTIVE SESSION

Joe Westbury moved, Nancy Kennedy seconded, and the board voted to enter into Executive Session at 10:06 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 2:53 p.m. No votes were taken during Executive Session.

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OPEN SESSION

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

Appointments

Appearance # 2842307 – Arlington Burial and Cremation – Change of FDFCC from James Mullikin Jr. to John Ansley – Approved.

Appearance # 2843728 – Southern Cremations and Funerals at Cheatham Hill – Change of FDFCC from Betsey Michalak to Sam Russell – Approved.

Appearance # FEST001892 – Cognizant interview conducted with Bryon Thernes, and Tom Lord, Cognizant. Table – Refer to Attorney General’s office for revocation of establishment license.

Appearance # FUN200050 – Cognizant interview conducted with Bryon Thernes, and Tom Lord, Cognizant. Table – Refer to Attorney General’s office for revocation of Funeral Director and Embalmer license.

Appearance # 2843245 – Cremation Services of Atlanta – Change of FDFCC from Lisa Norwood to Shantel Fleming – Approved.

Appearance # 2842874 – D.H.F.D.I. – Did not appear. Rescheduled for February 11, 2020 Board meeting.

Appearance # 2844706 / 2844703 – Oglethorpe Crematorium / Edo Miller and Sons – Change of FDFCC from Arlie McNeil to Lori Daughtry – Approved.

Appearance # 2847775 – Mackey-Wilson-Jennings Funeral Home Inc. – Change of FDFCC from Ranier Evans to Darlene Wright – Approved.

Appearance # 2843177 – Richard R. Robinson Funeral Home and Cremation Services – New facility. Appointment of Lonnie Miley as FDFCC – Approved.

Appearance # 2848011 – Williams-Westbury Funeral Home – Joe Westbury recused. Change of FDFCC from W.J. Westbury to Ashleigh Messer – Approved.

Applications

Application # 2843725 – Hopkins Mortuary – Change of FDFCC from Larry Battle to Christopher Hopkins – Approved.

Application # 2793873 – Sherrell-Westbury Funeral Home – Joe Westbury recused. Change of FDFCC from Phillip Breedlove to W.J. Westbury – Approved.

Application # 2841424 – Sylvain Funeral Home – Change of name from Sylvain Funeral Home and Cremation Services to Sylvain Funeral Home – Approved.

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Application # 2842882 – Way-Watson Funeral Home – Change of name from Watson-Tante Funeral Home to Way-Watson Funeral Home – Approved.

Application # 2842888 – Way-Watson Funeral Home – Change of name from Watson-Giddens Funeral Home to Way-Watson Funeral Home – Approved.

Application # 2840979 – J.I. – Table – Pending receipt of certified court documents and letter of explanation.

Application # 2845987 – E.J.S. – Table – Schedule applicant interview for February 11, 2020 Board meeting.

Complaints

FUN200047 – Table – Schedule cognizant interview with FDFCC for February 11, 2020 Board meeting.

FUN200053 – Table – Refer to Inspections to obtain statement from FDFCC.

FUN200057 – Table – Refer to Inspections to obtain statement from FDFCC.

FUN200054 – Close – Pending verification from complaint that matter is resolved.

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FUN200042 – Table – Schedule cognizant interview with owner and FDFCC for February 11, 2020 Board meeting.

FUN200059 – Table – Refer to the Consumer Protection Division of the Attorney General’s office.

FUN200045 – Table - Schedule cognizant interview with owner and FDFCC for February 11, 2020 Board meeting.

FUN200060 – Table – Refer to Inspections to offer a voluntary Cease & Desist to anyone found practicing without a license. Schedule cognizant interview with owner and FDFCC for February 11, 2020 Board meeting.

FUN200023 – Table – Refer to Attorney General’s office for Consent Order for revocation of FDFCC appointment, \$500 inspection fine, and \$500 penalty fee for failure to pay fine or appeal to the Board within 30 days.

FUN200061 – Table – Refer to Inspections to obtain statement from owner, as well as a copy of the most recent retort inspection.

Attorney General’s Report

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

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EXECUTIVE SESSION OTHER BUSINESS

Crematory Inspection

Facility # 2753380 – Close – With Letter of Concern.

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
International Order of the Golden Rule	2020 Young Professionals Event: Shift Your Mind Set; Grow Your Skillset	8
NFDA	Lessons Learned from Mystery Shoppers at Funeral Homes	1
NFDA	NFDA Arranger Training	8
NFDA	NFDA Cremation Certification Program	7
NFDA	Managing Millennials	1
NFDA	Approaching Trauma Cases with Confidence	3
NFDA	Conflict Management for Funeral Directors: Successful Interpersonal Communication Practices	4
NFDA	Deathcare Marketing: 25 FAQs	6
NFDA	Demonstration of Soft Tissue Repair	4
NFDA	Do-It-Yourself Memorials (with a Little Help from the Funeral Director)	2
NFDA	Embalming Perspectives and Paradigms Challenged	6
NFDA	Embalming Risk Management 4.0	3
NFDA	Embalming the Obese Case	3
NFDA	Funeral Service Ethics	2
NFDA	Marketing a Funeral Home for Long-Term Profitability	3
NFDA	Mastering the Art of Funeral Home Etiquette	1
NFDA	Offering Funeral Packages in Compliance with the FTC Funeral Rule	2
NFDA	Professional Ethics in Funeral Service: NFDA's Code of Professional Conduct	1
NFDA	Relevance of Restorative Art	3
NFDA	RSVP: I'll See You at My Living Funeral	2
NFDA	Supporting Pregnancy Loss Families	3

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NFDA	Ten Tools for Stress Relief	3
NFDA	The Funeral: A Chance to Touch, A Chance to Serve, A Chance to Heal	4
NFDA	Understanding a Child's Grief: Insights for Funeral Home Owners, Directors, Staff	3
NFDA	Understanding and Managing Grief	6
NFDA	Understanding the Practice of the FTC Funeral Rule	3
NFDA	Bereavement Groups and The Role of Social Support	8
NFDA	Control the Conversation: How to Charm, Deflect and Defend Your Position Through Any Line of Questioning	4
NFDA	Do Funerals Matter?	8
NFDA	Educating the Families You Serve about the Why of Funerals: A Guide for Funeral Home Staff	6
NFDA	Embalming and Renal Failure: A Silent Danger for Embalmers	4
NFDA	Embalming Standards of Care	6
NFDA	The Good Funeral: Death, Grief, and the Community of Care	8
NFDA	Making Your Phone Ring with Internet Marketing for Funeral Homes	4
NFDA	The Essential HR Handbook-A Quick and Handy Resource for Any manager or HR Professional	4
NFDA	Turning Art into Science: Unit One	4
NFDA	Turning Art into Science: Unit Two	4
NFDA	Turning Art into Science: Unit Three	4
NFDA	Turning Art into Science: Unit Four	4
NFDA	10 Technologies that Will Transform Your Business	2
NFDA	2019 Annual All-staff FTC Training	3
NFDA	50 Shades of Green	2
NFDA	Aftercare: Strengthen Your Families and Business	2
NFDA	Are You in the 40 Percent? Planning for Succession	2
NFDA	Asian Culture in Cremation and Funerals	2
NFDA	Bringing Ritual to Cremation Arranging	2
NFDA	Connecting with Women: The World's More Powerful Consumer	2
NFDA	Create Experiences, Gain Market Share	2

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NFDA	Creating Loyalty and Lifelong Memories through Creative Customer Engagement	3
NFDA	Five Keys to Cremation Success	2
NFDA	VIDEO. FTC Compliance: Handling the General Price List	4
NFDA	How End-of-Life Doulas are Changing the Face of Dying	2
NFDA	How Green Practices Benefit Your Business	4
NFDA	Is It Sexual Harassment?	3
NFDA	Overcoming Objections During the Arrangement Conference	2
NFDA	Providing Care through the Grief Journey	2
NFDA	Should I Buy or Should I Sell?	2
NFDA	Understanding Legal Issues in the Arrangement Conference	2
SC Funeral Directors Association	Communications Skills for Connecting with Cremation	1
SC Funeral Directors Association	The CustomerME! Mindset	2
SC Funeral Directors Association	The Death Registration Process	1.5
SC Funeral Directors Association	Enhance Your Name Brand Awareness & Community Referrals	1.5
ICCFA	2020 ICCFA Annual Convention and Exposition	16.5

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	Hanley Shelton Funeral Home	FEST001170	2019-2151	Marietta
Public Consent Order	Hill's Funeral Home Inc.	FEST000463	2019-2049	Greenville
Final Decision	F.K. Jones Funeral Services, Inc.	FEST001238	2019-1842	Rome

Second 90 Day Grace Period Requests

Joe Westbury moved, Tom Lord seconded, and the Board voted unanimously on the following 2nd 90-day grace period requests:

Name	Licensee #	City	Expiration
J L Litman Memorial Funeral Service	FEST001501	Albany	March 25, 2020
Acree Mortuary and Funeral Service	FEST001892	Fitzgerald	Denied

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Request to Lift Probation

Board reviewed and approved a request to lift the probation of Zane Stewart (FD004958). Licensee has complied with all Board requirements. Joe Westbury moved, Tom Lord seconded, and the Board unanimously voted to approve the request.

Closing Inspections

Table to February 11, 2020 Board meeting. Joe Westbury moved, Bryant Hightower seconded, and the motion carried.

NFDMA Correspondence

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, February 11, 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 3:50 p.m.

Minutes recorded by: Alexis Hardy, Board Support Specialist

Minutes reviewed and edited by: Brad Coman, Executive Director

Minutes approved on: February 11, 2020



W.T. Edmondson, Chair



Brad Coman, Executive Director