

**GEORGIA BOARD OF FUNERAL SERVICE**  
**Teleconference Board Meeting Minutes – May 12, 2020**  
Professional Licensing Boards Division of the Secretary of State  
237 Coliseum Drive, Macon, Georgia 31217

**Members Present:**

- Joe Westbury, President
- William Bowen, Vice President
- Thomas Lord
- Bryant Hightower
- Nancy Kennedy
- Darryl Bentley
- W.T. Edmondson

**Others Present:**

- Brad Coman, Executive Director
- Melanie Foster, Licensing Analyst
- Carla Murray, Licensing Supervisor
- Alexis Hardy, Board Support Specialist
- Bryon Thernes, Senior Assistant Attorney General
- Tommy McNulty, Assistant Attorney General

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

Joe Westbury, President, noted that a quorum was present, called the meeting to order at 10:03 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**

Bryant Hightower moved, William Bowen seconded, and the Board voted to approve the May 12, 2020 agenda.

**Minutes**

W.T. Edmondson moved, William Bowen seconded, and the Board voted to approve the April 8, 2020 Open Session minutes and Executive Session minutes.

**Ratification List**

Licenses Issued 4/2/2020 through 5/6/2020 (Total – 23): 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                            |
|------------|-------------------------------------|
| FEST002062 | Martin Funeral Home & Cremation LLC |
| FSA006558  | Emily Victoria Oliver               |
| FSA006559  | Thomas Aaron Long                   |
| FSA006560  | Steven Arthur Hornsby, Jr.          |
| FSA006561  | Kaitlynn Marie Gillette             |
| FSA006562  | Christopher Jamal Moultrie          |
| FSA006563  | Casey Cofer Connell                 |
| FSA006564  | Roger Steve Evans, Jr.              |
| FSA006565  | Belinda Thurman Davis               |
| FSA006566  | Edward Jerome Soles, II             |
| FSA006567  | Genna Catherine Squire              |

| License # | Licensee                  |
|-----------|---------------------------|
| FSA006568 | Jonathan Lucas Corn       |
| FSA006569 | Timothy Grant Myerholtz   |
| FSA006570 | Sabrina Jane Newton       |
| FSA006571 | Sarita Yvonne Martin      |
| FSA006572 | Robert Craig Dominy       |
| FSA006573 | Kirk Patrick Crumpton     |
| FSA006574 | Jeffery Tyler Newcomb     |
| FSA006575 | Milton Fletcher, Jr       |
| FSA006576 | Michael Jamal Taylor      |
| FSA006577 | Landen Cutchens Bryant    |
| FSA006578 | Richard Lee Smollar       |
| FSA006579 | Adrian Malik Ferguson, Jr |

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**EXECUTIVE SESSION**

W.T. Edmondson moved, William Bowen 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 discussing and reviewing applications and complaints, and to hear the Attorney General's report.

At the conclusion of Executive Session, Joe Westbury, President, declared the meeting to be "open" pursuant to the Open and Public Meeting Act, O.C.G.A. §§ 50-14-1 et seq., at 2:09 p.m. No votes were taken during Executive Session.

**OPEN SESSION**

W.T. Edmondson moved, William Bowen seconded, and the motion was carried unanimously by the Board to ratify the following recommendations made during Executive Session:

**Applications**

Application # 2858936 – M.F.H. – Reinstatement – Approved with public Consent Order to include 2-years' probation. Refer to Attorney General's office.

Application # 2865182 – Tara Garden Chapel – Change of FDFCC from Kimberly Norwood to Jeffrey Tatum – Approved.

Application # 2864427 – Christopher Young Funeral Home – Change of FDFCC from Emma Corbitt to Marion Stevens – Approved.

Application # 2864786 – Southern Cremations and Funerals at Holly Hill – Change of FDFCC from Carl Powell to Tiffani Chambers – Approved.

Application # 2862596 – F.F.H. – Change of FDFCC – Approved with Letter of Concern for failure to disclose.

Application # 2864846 – S.C.F.C.H. – Change of FDFCC – Approved with public Consent Order to include a \$500 fine for unlicensed practice. Refer to Attorney General's office.

Application # 2840979 – John Ivie – Funeral Director and Embalmer by endorsement – Approved, pending passing exam.

Application # 2864431 – Strong Funeral Home – Change of FDFCC from Johnny Litman to Pat Dixon – Approved.

Application # 2864074 – E.S.M. – New facility – Approved. Appointment of FDFCC – Approved, pending receipt of completed employment affidavit.

Application # 877065 – R.T. – Renewal – Approved with public Consent Order to include probation tracking criminal probation. Refer to Attorney General's office.

Application # 2864584 – Snow's Memorial Chapel – Change of FDFCC from William Snow to Justin Easterling – Approved.

Application # 2864585 – Snow's Memorial Chapel – New establishment – Approved. Appointment of William Snow as FDFCC – Approved.

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Application #2867868 – Just Cremations-Cremation Society LLC – Change of FDFCC from Austin O’Neal to Maci Kiker – Approved.

Application # 2865830 – A.F.H. – Change of FDFCC – Approved with public Consent Order to include a \$1,000 fine for unlicensed practice and 2 years’ probation. Refer to Attorney General’s office.

Application # 2866299 – C.C. – New establishment – Approved. Appointment of FDFCC – Approved with public Consent Order to include 2 years’ probation for criminal history and failure to disclose. Refer to Attorney General’s office.

**Complaints**

FUN200100 – Close – No violation.

FUN200087 – Table – Refer to Inspections to obtain statement from respondent and photos.

FUN200089 – Close – Matter resolved.

FUN200020 – Close – Matter resolved. Letter of Concern to FDFCC regarding failure to disclose information on application. Cognizant interview conducted with Bryon Thernes and Tom Lord between meetings.

FUN200077 – Table – Refer to Inspections to obtain statement from respondents.

FUN200048 – Close – No violation.

FUN200101 – Table – Refer to Inspections to obtain statement from respondent.

FUN200106 – Close – No violation.

FUN200096 – Close – Refer to Securities Division.

FUN200075 – Table – Refer to Investigations to obtain statement and supporting documents from respondent. Cognizant interview conducted with Bryon Thernes and Tom Lord between meetings.

FUN200108 – Table – Refer to Inspections to obtain statement from owner and FDFCC.

FUN200107 – Close – No violation/lack of information.

FUN200041 – Tom Lord recused – Table – Refer to Investigations to subpoena supporting documents. Refer to Attorney General’s office for public Consent Orders for aiding and abetting unlicensed practice: Respondent #1 – \$15,500 fine and 2 years’ probation. Respondent #2 – \$15,500 fine and 4 years’ probation. Respondent #3 – \$23,000 fine and 4 years’ probation. Respondent #4 – \$10,500 fine and 2 years’ probation. Respondent #5 – \$12,500 fine and 2 years’ probation. Cognizant interviews conducted with Tommy McNulty and Bryant Hightower between meetings.

FUN200104 – Table – Refer to Inspections to get a statement from FDFCC.

FUN200090 – Table – Pending response from FDFCC. Cognizant interviews conducted with Bryon Thernes and Tom Lord between meetings.

FUN200067 – Close – No violation.

FUN200007 – Close – No violation.

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FUN200058 – Close – Facility license is lapsed.

FUN200047 – Table – Pending additional information from respondent.

**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.

**EXECUTIVE SESSION OTHER BUSINESS**

**Crematory Inspection**

Facility # 893065 – Table – Staff to request current retort inspection. To be submitted by June 5, 2020.

Facility # 2785159 – Table – Staff to request current retort inspection. To be submitted by June 5, 2020.

**OTHER BUSINESS**

**Continuing Education** – Nancy Kennedy moved, W.T. Edmondson seconded, and the motion carried unanimously by the Board to accept the Continuing Education Committee’s recommendations to approve the following continuing education course as presented:

| Provider                               | Course                                   | Points |
|--|--|--------|
| International Order of the Golden Rule | 2020 Annual Conference & Solution Center | 9      |

**Docketed Orders** – W.T. Edmondson moved, Tom Lord seconded, and the Board voted to accept the docketed orders as presented:

| Type              | Licensee                   | License #  | Docket #  | City      |
|-------------------|----------------------------|------------|-----------|-----------|
| OAFM              | Woodstock Funeral Home Inc | FEST001084 | 2020-0562 | Woodstock |
| Consent Agreement | Edward Jerome Soles, II    | FSA006566  | 2020-0521 | Lithonia  |

**Second 90 Day Grace Period Requests**

William Bowen moved, W.T. Edmondson seconded, and the Board voted unanimously on the following 2<sup>nd</sup> 90-day grace period request:

| Name                             | Licensee # | City       | Expiration                     |
|----------------------------------|------------|------------|--------------------------------|
| Just Cremation-Cremation Society | FEST000134 | Blue Ridge | Denied – Application received. |

**Petition for Rule Waiver**

Jerome Pittman - FD003493 – Waiver of Rule 250-5-.12: Denied – The Board feels that the request does not demonstrate compelling rationale that strict application of the rule would create a unique, substantial hardship to the licensee. However, the Board will allow the licensee 30 days to complete the CE requirements. Bryant Hightower moved, W.T. Edmondson seconded, and the motion carried.

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**ABFSE COA Actions April 2020**

For informational purposes only.

**Poteet Funeral Home and Savannah River Crematory**

The Board reviewed correspondence from Poteet Funeral Home and Central Savannah River Crematory regarding the loss of the funeral home due to a fire on April 2nd. The Board granted a 90 day grace period to the facility to use a Board approved temporary location while reconstructing the previous location, and requested the facility provide the Board with an update before the end of the grace period. Bryant Hightower moved, W.T. Edmondson seconded, and the motion carried.

**Correspondence**

For informational purposes only.

**Closing Inspections**

Table to the next in-person meeting. W.T. Edmondson moved, Nancy Kennedy 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, as well as an update on license renewals, which ended on March 31<sup>st</sup>, with the Late Renewal period ending on April 30<sup>th</sup>.

**Rules Review**

Table to the next in-person meeting. W.T. Edmondson moved, Tom Lord seconded, and the motion carried.

The next meeting of the Georgia Board of Funeral Service will be held Thursday, June 11, 2020, at 10:00 a.m. at 237 Coliseum Drive, Macon, Georgia.

There being no further business, Joe Westbury, President, declared the meeting adjourned at 3:00 p.m.

Minutes recorded by: Alexis Hardy, Board Support Specialist

Minutes reviewed and edited by: Brad Coman, Executive Director

Minutes approved on: June 11, 2020

  
Joe Westbury, President

  
Brad Coman, Executive Director