

GEORGIA BOARD OF FUNERAL SERVICE
Teleconference Board Meeting Minutes – August 11, 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
- W.T. Edmondson
- Nancy Kennedy

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

Members Absent:

- Darryl Bentley

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 10:07 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

Tom Lord moved, Bryant Hightower seconded, and the Board voted to approve the August 20, 2020 agenda, as amended.

Minutes

Tom Lord moved, Bryant Hightower seconded, and the Board voted to approve the July 14, 2020 Open Session minutes and Executive Session minutes.

Ratification List

Licenses Issued 7/9/2020 through 8/6/2020 (Total – 30): Tom Lord 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
CREM000168	Cremation Services of Hartwell
EMB005293	Eric Thomas Smith
EMB005294	Jennifer Waters Torney
EMB005295	Nikima Nachea Jolly
EMB005296	Sarah Elizabeth LeBlanc
FD005692	Eric Thomas Smith
FD005693	Jennifer Waters Torney
FD005694	Nikima Nachea Jolly
FD005695	Sarah Elizabeth LeBlanc
FEST002065	Crawford & Crawford LLC
FSA006594	Cole Stalvey Tucker
FSA006595	Patrick Nathaniel Outler
FSA006596	LaFaith Shenice Phillips
FSA006597	Kacy Deann House Gatlin
FSA006598	Jessica S Hart

License #	Licensee
FSA006599	Zanika E Arnold
FSA006600	Tripp Austin Hardee
FSA006601	Algin Renardo Merritt, III
FSA006602	Crystal LaGrassam Tolbert
FSA006603	Chante' Williams Blackwell
FSA006604	Gary Maxey Ladd
FSA006605	Sharen C Hill
FSA006606	Daryll Vincent Scott
FSA006607	James Deryl Ouzts
FSA006608	Chloe Victoria Promiscuo
FSA006609	Samuel William Schultz
FSA006610	Hillary Kathryn Gebhard Ellis
FSA006611	Latricia Lanette Quillian
FSA006612	Philip Michael Flynn
FSA006613	Sherry C Sturgis

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EXECUTIVE SESSION

Nancy Kennedy moved, Bryant Hightower seconded, and the Board voted to enter into Executive Session at 10:09 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 2:02 p.m. No votes were taken during Executive Session.

OPEN SESSION

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

Appointments

Appearance # 2872170 – D.M.M. – Funeral Service Apprentice – Approved with public Consent Order to include probation to run concurrent with parole. Refer to Attorney General's office.

Appearance # 2882657 – Cobb Funeral Chapel Inc. – Change of FDFCC from Bobby Cobb to Samuel Ware – Approved.

Appearance # 2859111 – I.T.H.J.F.C. – Change of FDFCC – Approved with public Consent Order to include 2 years' probation and \$2,000 fine for unlicensed practice. Refer to Attorney General's office.

Appearance # 2883103 – M.D. Knight Mortuary – New establishment and appointment of Willie Owens as FDFCC – Approved.

Appearance # 2882032 – Canton Funeral Home and Cemetery at Macedonia Memorial Park – Change of FDFCC from Bianca Migneault to Justin Watson – Approved.

Appearance # 2885033 – Neptune Management Corp. – Change of FDFCC from Joseph Russell Ricks to Canaan Elkins – Approved.

Appearance # 2885341 – V.I.H.C. – Change of FDFCC – Denied due to pending disciplinary action.

Appearance # 2884131 – T.C.F.H. – Reinstatement, change of ownership, and change of FDFCC – Approved. Refer to Attorney General's office for public CO for former owner/FDFCC to include 2 years' probation and \$1,000 fine for unlicensed practice.

Applications

Application # 2881944 – Collins Funeral Home Inc. – Change of FDFCC from William McPherson to John Daly – Approved.

Application # 2867852 – S.G.C.F.S. – New establishment – Table – Need proof of Certified Crematory Operator certificate.

Application # 2873248 – W.F.H. – Reinstatement – Approved with Letter of Concern for unlicensed practice and failure to renew, as well as Letter of Concern to FDFCC for failure to disclose.

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Application # 2881947 – P.F.H. – Change of FDFCC – Approved with Letter of Concern to FDFCC for failure to disclose.

Application # 2885342 – Coe’s Funeral Home – Change of FDFCC from Santrevias D. McCoy to Alvie Coes, III – Approved.

Application # 2882696 – M.F.H. – New establishment – Approved. Appointment of FDFCC – Approved with Letter of Concern for failure to disclose.

Application # 2883882 – Lakes-Dunson-Robertson Funeral Home – W.T. Edmondson recused – Change of location – Approved.

Application # 2868400 – H.F.H.M. – Change of name – Approved with Letter of Concern to FDFCC for failure to disclose.

Application # 2886168 – Timotheous Springer, Sr. – Funeral Director – Approved, pending passing State Laws and Rules exam.

Application # 2880113 – C.F.H. – Reinstatement – Approved with public Consent Order to include 2 years’ probation and \$250 fine for unlicensed practice for facility and a public Consent Order to include 2 years’ probation and \$250 fine for unlicensed practice for FDFCC. Refer to Attorney General’s office.

Application # 2880096 – Pollard and Moore Funeral Home – Change of name from Pollard Funeral Home to Pollard and Moore Funeral Home – Approved.

Complaints

FUN200076 – Close – No violation.

FUN210010 – Table – Refer to Inspections to conduct an inspection and obtain statement from respondent.

FUN200082 – Table – Schedule Cognizant interview with respondents.

FUN210011 – Close – Schedule Cognizant interview with respondent.

FUN200119 – Close – No violation.

FUN210013 – Table – Refer to Inspections to obtain statement from FDFCC.

FUN200120 – Table – Refer to Inspections to obtain statement from owner and any supporting documents.

FUN210014 – Table – Refer to Attorney General’s office for legal advice.

FUN210001 – Close – Letter of Concern regarding time to file death certificates.

FUN200109 – Table – Refer to Inspections to obtain statement 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

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Facility Inspection

Facility # 2670182 – Table – Staff to request Letter of Explanation and proof that repairs have been made.

Facility # 885137 – Table – Staff to request Letter of Explanation and proof that repairs have been made.

Facility # 892759 – Table – Request that facility provide copy of current retort inspection.

Facility # 925341 – Table – Facility has 90 days to complete repairs.

OTHER BUSINESS

Continuing Education – Nancy Kennedy moved, William Bowen 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
NFDMA	Parliamentary Procedure: What Do You Do?	1
NFDMA	Walking Giants: How Cremation, Secularism & Boomers Impact Deathcare	1
NFDMA	COVID 19 Legality	1
Academy of Graduate Embalmers of Georgia	Conflict Resolution	1
Academy of Graduate Embalmers of Georgia	A Closer Look at Prep Room Safety	1
Academy of Graduate Embalmers of Georgia	Good People, Unethical Choice	1
NFDA	It’s About Time	1
NFDA	Engaging Problematic Embalming & Restorative Art Cases	4
NFDA	Follow the Money: Thriving Not Just Surviving	1
NFDA	Roll Out Your Marijuana Police	1
NFDA	Five Keys to Cremation Success	1
NFDA	Are Your Families' Data Secure?	1
NFDA	Connecting with the LGBTQ Community	1
NFDA	Inside the Courthouse 2.0	1
NFDA	Why Facebook Works for Funeral Homes	1
NFDA	Helping Families After an Overdose Death	1
NFDA	Economy of Kindness	1
NFDA	Advanced Embalming Techniques for Infants, Stillbirths and the Unborn	2
NFDA	Law Enforcement Line of Duty Deaths: An Approach for Small Funeral Homes	1
NFDA	Promoting Healing Following the Death of a Child	1
NFDA	Financing for Your Firm's Future	1
NFDA	Everyday Embalming Tics and Techniques	2
NFDA	Move Over Millennials: What it Takes to Connect with Generation Z	2
NFDA	Hire Winners and Get Superstar Performance from Your Team!	2
NFDA	Supporting Families and Communities after Traumatic Death	2
NFDA	Keynote Session: Ignore Your Customers (and They'll Go Away): A Playbook for Creating Exceptional Customer Experiences	1
NFDA	Funeral Rule Compliance and Update on the FTC Rule Review	1
NFDA	COVID-19	1
NFDA	Becoming a Champion	1
NFDA	It's Not "Just a Cremation"	1
NFDA	Reconstructive Techniques for Severe Trauma	1
NFDA	Alkaline Hydrolysis: Facts, Myths and a Legal Perspective	1.5
NFDA	Mortuary Mission: Dover's Silent History	1.5
NFDA	How Can I Help?	1
NFDA	Recomposition: The Earthly Disposition	1
NFDA	Winning in Sales by Sharing Life's Purpose	1
NFDA	Practical Ideas to Reach Your Caregiver Community	1
NFDA	Crisis at the Funeral Home: Active Shooter and Overdose Emergencies	1.5

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NFDA	Closing Session: Filmmaker and Speaker Who Documents the Positivity of the Human Experience	1
NFDA	Embalming the Edema Case	2
NFDA	2020 NFDA International Convention EXPO	1

Docketed Orders – Tom Lord moved, Nancy Kennedy seconded, and the Board voted to accept the docketed orders as presented:

Type	Licensee	License #	Docket #	City
Voluntary Surrender	Lonnie D McGee, Jr.	FD004625 / EMB004217	2020-0873	Conyers
Consent Order	Fischer Funeral Care LLC	FEST001663	2020-0846	Chamblee

Request to Lift Probation

The Board reviewed a request to lift the probation of Glover Memorial Mortuary (FEST001355). Facility has complied with all Board requirements. W.T. Edmondson moved, Bryant Hightower seconded, and the Board unanimously voted to approve the request.

Second 90-Day Grace Period Requests

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

Name	Decision	Licensee #	City	Expiration
In Their Honor of Jasper Funerals and Cremations	Approved	FEST002045	Jasper	April 30, 2020

Apprentice Licenses

The Board discussed Funeral Service Apprentice licenses, the length they may be held, and the amount of times that a license may be issued to one individual. Tom Lord moved, W.T. Edmondson seconded, and the Board voted to refer to the Attorney General’s office for legal advice and interpretation of statute.

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.


Rules Review

The Board unanimously voted to schedule a Rules Committee meeting to work on changes to the Board Rules. The Rules Committee will meet on August 25, 2020 at 10:00 am

There being no further business, Joe Westbury, President, declared the meeting adjourned at 2:39 p.m.

The next meeting of the Georgia Board of Funeral Service will be held Thursday, September 8, 2020, at 10:00 a.m. at 237 Coliseum Drive, Macon, Georgia.

Minutes recorded by: Alexis Hardy, Board Support Specialist
Minutes reviewed and edited by: Brad Coman, Executive Director
Minutes approved on:


Joe Westbury, President


Brad Coman, Executive Director