

GEORGIA BOARD OF FUNERAL SERVICE
Teleconference Board Meeting Minutes – September 8, 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
- 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
- Bryant Hightower

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 10:01 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

W.T. Edmondson moved, Tom Lord seconded, and the Board voted to approve the September 8, 2020 agenda.

Minutes

Tom Lord moved, Nancy Kennedy seconded, and the Board voted to approve the August 20, 2020 Open Session minutes and Executive Session minutes.

Ratification List

Licenses Issued 8/7/2020 through 9/2/2020 (Total – 17): 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
EMB005297	Amijo Cecelia Brown
EMB005298	Sharonda Murphy-Henton
FD005696	Amijo Cecelia Brown
FD005697	Sharonda Murphy-Henton
FEST002066	McCoy Funeral Home
FEST002067	Lakes-Dunson-Robertson Funeral Home
FEST002068	Hurt's Funeral Home of Milledgeville
FEST002069	Pollard and Moore Funeral Home
FEST002070	M.D. Knight Mortuary

License #	Licensee
FSA006614	Charles Elliott Hamrick, II
FSA006615	Shaterica Sheree Moody
FSA006616	Zachary Paul Williams
FSA006617	Sergio Acevedo-Ramon
FSA006618	Bowen Thomas Hendrix
FSA006619	George Alvin Trice
FSA006620	Alicia Nicole Keith
FSA006621	ArRiel LeeQuarius Osborne

EXECUTIVE SESSION

Tom Lord moved, W.T. Edmondson seconded, and the Board voted to enter into Executive Session at 10:03 a.m. in accordance with O.C.G.A. §§ 43-1-19(h) and 43-18, for the purpose of conducting applicant interviews, discussing and reviewing applications and complaints, and to hear the Attorney General’s report.

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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 1:19 p.m. No votes were taken during Executive Session.

OPEN SESSION

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

Appointments

Appearance # 2887304 – Henry-Cochran Funeral Home – Change of FDFCC from William Steiger to Eric Smith – Approved.

Appearance # 2881797 – Stan Henderson and Sons – New establishment – Approved. Appointment of Victor Sparrow as FDFCC – Approved.

Appearance # 2889840 – T.G.C. – Unable to appear. Reschedule to October 13, 2020 Board meeting.

Appearance # 2889850 – Cremation Society of Georgia – Change of FDFCC from Thomas Moon to Marty Byars – Approved.

Appearance # 2886907 – Sardis-Heard Funeral Home and Cremation Services – New establishment – Approved. Appointment of Richard Daniels as FDFCC – Approved.

Applications

Application # 2883884 – S.S.F.H. – Reinstatement – Approved with public Consent Order for facility to include \$500 fine and 2 years’ probation for unlicensed practice and \$7,000 fine and 2 years’ probation for aiding and abetting unlicensed practice. Public Consent Order for FDFCC to include \$500 fine and 2 years’ probation for unlicensed practice. Refer to Attorney General’s office.

Application # 2883520 – W.F.H. – Change of ownership and name – Approved with public Consent Agreement for facility to include \$1,250 fine and 2 years’ probation for unlicensed practice, and public Consent Agreement for FDFCC to include \$1,250 fine and 2 years’ probation for unlicensed practice. Refer to Attorney General’s office.

Application # 2885708 – David Oberley – Funeral Director and Embalmer – Approved by endorsement.

Application # 2885696 – B.B.F.H. – Reinstatement – Approved with public Consent Order for facility to include \$500 fine and 2 years’ probation for unlicensed practice, and public Consent Order for FDFCC to include \$500 fine and 2 years’ probation for unlicensed practice. Refer to Attorney General’s office.

Application # 2888777 / 2888778 – C.L.J. – Schedule for applicant interview at October 13, 2020 Board meeting and instruct applicant to provide corrected verification of employment.

Application # 2891415 – Salmon Funeral Home – Change of ownership and change of FDFCC and from Raymond Salmon III to Christopher Miller – Approved.

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Complaints

FUN210002 – Table – Refer to Inspections to obtain statement from FDFCC.

FUN200109 – Close – No violation.

FUN210013 – Close – No violation

FUN210016 – Table – Refer to inspections to obtain statement from FDFCC.

FUN210029 – Table – Refer to inspections to obtain statement from owner/FDFCC.

FUN210022 – Table – Refer to inspections to obtain statement from owner/FDFCC.

FUN210025 – Table – Refer to inspections to obtain statement from owner and FDFCC.

FUN200120 – Close – No violation / civil matter.

FUN210017 – Table – Refer to inspections to obtain statement and supporting documents from owner.

FUN200098 – Table – Schedule cognizant interview with owner/FDFCC.

FUN210011 – Close – No violation. Cognizant interview conducted with Bryon Thernes and Tom Lord between meetings. Refer to Attorney’s General’s office for legal advice regarding requirements for transportation of remains.

FUN200082 – Close – Matter Resolved. Cognizant interview conducted with Bryon Thernes and Tom Lord between meetings.

FUN210031 – Close – Matter resolved

FUN200102 – Table – Pending additional information. To be reviewed at October 13, 2020 meeting.

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.

FUN200041 – Refer to Attorney General’s office for a hearing for violation of a Cease and Desist Order.

EXECUTIVE SESSION OTHER BUSINESS

Facility Inspection

Facility # 2742346 – Close – Proof of repairs submitted.

Facility # 1759403 – Table – Staff to request proof of scheduled repairs, or that repairs have been made.

Facility # 2825076 – Table – Request that facility provide copy of current retort inspection

Facility # 442556 – Table – The Board found that the facility is not in a clean, safe, sound, and acceptable repair condition and is giving the facility 90 days to complete repairs and be reinspected.

Facility # 886582 – Table – Staff to request proof that repairs have been made.

OTHER BUSINESS

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Continuing Education – Nancy Kennedy 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:

Provider	Course	Points
ICCFA	2020 Executing Excellence: An ICCFA Virtual Leadership Conference	5
Mathews International	Funeral ... FUNeral... Moving Families from Grieving to Remembrance	1
Mathews International	The Sky's the Limit: Getting Creative with Cremation Families	1

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

Type	Licensee	License #	Docket #	City
OAFM	Pollard and Moore Funeral Home	FEST002069	2020-0931	Atlanta
OAFM	W D Lemon & Sons Funeral Home Inc	FEST000866	2020-0930	Morrow
Consent Order	Martin Taylor	FD004797	2020-0880	Augusta
Consent Order	Martin Taylor Funeral Home LLC	FEST001928	2020-0879	Augusta
Consent Order	Joy Mapp	FD005366	2020-0878	Sparta
Consent Order	Adrick Ingram	FD004535	2020-0877	Sparta

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 by the end of the grace period. Tom Lord moved, Nancy Kennedy seconded, and the motion carried.

2021 Proposed Meeting Dates

W.T. Edmondson moved, Tom Lord seconded, and the Board unanimously voted to approve the following meeting dates for 2021:

- January 12, 2021 (Teleconference)
- February 9, 2021 (Teleconference)
- March 9, 2021 (Teleconference)
- April 13, 2021 (Teleconference)
- May 11, 2021 (Teleconference)
- June 15, 2021 (Teleconference)
- July 13, 2021 (Teleconference)
- August 10, 2021 (Teleconference)
- September 14, 2021 (Teleconference)
- October 12, 2021 (Teleconference)
- November 9, 2021 (Teleconference)
- December 14, 2021 (Teleconference)

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

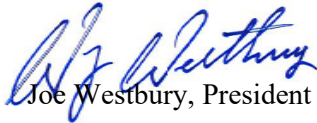
The Board voted to make a referral to the Attorney General’s office for legal advice regarding the Board’s authority to require licensed facilities to notify the Board when a new cremation device is added. Tom Lord moved, Nancy Kennedy second, the motion carried.

There being no further business, Joe Westbury, President, declared the meeting adjourned at 1:58 p.m.

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The next meeting of the Georgia Board of Funeral Service will be held Thursday, October 13, 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: October 13, 2020


Joe Westbury, President


Brad Coman, Executive Director