

**GEORGIA BOARD OF FUNERAL SERVICE**  
**Teleconference Board Meeting Minutes – December 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
- Bryant Hightower
- Thomas Lord
- W.T. Edmondson
- Nancy Kennedy
- Darryl Bentley

**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**

William Bowen moved, Nancy Kennedy seconded, and the Board voted to approve the December 8, 2020 agenda.

**Minutes**

Tom Lord moved, William Bowen seconded, and the Board voted to approve the November 10, 2020 Open Session minutes and Executive Session minutes.

**Ratification List**

Licenses Issued 11/5/2020 through 12/1/2020 (Total – 18): 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
CREM000169	Southern Cremations & Funerals at Holly Hill
CREM000170	SWGA Cremation and Funeral Services LLC
EMB005313	Hunter Cole Hufnagel
EMB005314	Lonnie Ray Denny
EMB005315	Myles James Hicks
FD005713	Hunter Cole Hufnagel
FD005714	Lonnie Ray Denny
FEST002076	Christopher Young Funeral Home
FEST002077	Darrell E Watkins Funeral Home

License #	Licensee
FEST002078	Cook Brothers Funeral Directors and Cremations
FSA006642	Cameron LaWayne Harris-Trice
FSA006643	Kamyiah Lashay Lockett
FSA006644	Brian Luke Cooper
FSA006645	Mahaly Garrett Grant
FSA006646	Feleica Marie Harrington
FSA006647	Talisha Cavonda Braswell
FSA006648	Haley Suzanne Rodgers
FSA006649	Kisha Tymyra Lissimore

**EXECUTIVE SESSION**

Bryant Hightower moved, Nancy Kennedy 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 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 1:04 p.m. No votes were taken during Executive Session.

**OPEN SESSION**

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

**Appointments**

Appearance # 2801200 – B.F.H. – Darryl Bentley recused – Change of FDFCC – Denied. Applicant does not have the ability to fulfill responsibilities as FDFCC and be accessible and available to the community due to other employment.

Appearance # 2906045 / 2906046 – Southern Cremations and Funerals – Covington Chapel – Change of FDFCC from Rashaad Ansley to Johanna Martinez – Approved.

**Applications**

Application # 2903002 – Baker Hillcrest Crematory – New facility – Approved. Appointment of Joe Baker as FDFCC – Approved.

**Complaints**

FUN210044 – Table – Refer to Inspections to obtain statement from owner and FDFCC, and obtain copies of Statements of Funeral Goods and Services Selected.

FUN210054 – Close – No jurisdiction.

FUN210017 – Table – Refer to Attorney General’s Office for a public Consent Order to include a \$500 fine for failure to ensure that a written, signed contract is provided to every customer upon completion of the contract negotiation.

FUN210065 – Table – Schedule cognizant interview with respondent.

FUN210064 – Close – No violation.

FUN210051 – Table – Refer to Attorney General’s Office for a public Consent Order for the Funeral Director to include a \$500 fine and 2 years’ probation for failure to have the charges rendered to be in compliance with those listed in the funeral establishment general price list, misrepresentation and unprofessional conduct, and a public Consent Order for the facility to include a \$500 fine and 2 years’ probation for unprofessional conduct.

FUN200047 – Table – To January 12, 2021 Board meeting.

FUN210033 – Table – To January 12, 2021 Board 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.

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**EXECUTIVE SESSION OTHER BUSINESS**

Facility # 2769456 – Table – Refer to Attorney General’s Office for a hearing for revocation for refusal to submit to an inspection.

FUN210063 – Table – Refer to Attorney General’s Office for a hearing for revocation. Establishment is not in a clean, sound, safe, and acceptable repair condition.

Facility # 925341 – Close – Proof of repairs submitted.

Facility # 2796019 – Table – To December 8, 2020 Board meeting. Pending additional information.

**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 courses as presented:

Provider	Course	Points
ICCFA	2021 ICCFA Virtual DEAD Talks: Back to Better	14.5
Piedmont Precast / Wilbert	Digging into Disinterment and Other Cemetery Issues	1
Piedmont Precast / Wilbert	Cemetery Development for Cremation	1
Piedmont Precast / Wilbert	Cremation and Connection Through Ceremony	1
WebCE, Inc.	Modern Funeral Home Management	3
CANA	CANA's Crematory Operations Certification Program	8
CANA	CANA's On-line Crematory Operations Certification Program	8
CANA	Cremation Arrangement Conference Best Practices	2
CANA	Cremation and the Environment	2
CANA	Phone Shoppers: Your Best First Impression	1

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

Type	Licensee	License #	Docket #	City
Consent Order	Vining Ivy Hill Chapel, Inc.	FEST001499	2020-1154	Eatonton
Consent Order	Cynthia Hull-Shelton	FD005547	2020-1153	Power Springs

**Second 90-Day Grace Period Request**

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

Name	Decision	Licensee #	City	Expiration
Thomas L King Funeral Home Inc.	Approved	FEST000568	Martinez	October 2, 2020

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

Name	Decision	Licensee #	City	Expiration
Southern Cremations and Funeral at Covington	Approved	FEST002043 /CREM000162	Covington	February 7, 2021

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**ABFSE COA Actions October 2020**

The Board reviewed the actions taken by the American Board of Funeral Service Education's Committee on Accreditation at their October 15th-16th, 2020 meeting, regarding funeral service and mortuary science education programs.

**The Conference Model Practice Act Draft**

The Board reviewed correspondence from The Conference (ICFSEB), indicating that The Conference's Model Practice Act Committee conducted a review of the current Model Practice Act, and are asking for comments or questions to be submitted by membership by December 14, 2020.

**Norman Medford Peden Funeral Home**

The Board reviewed correspondence from Norman Medford Peden Funeral Home regarding using a satellite location strictly for refrigeration, and inquiring about whether there would be any additional licensing or reporting requirements. The Board noted that it does not appear that any license would be required based on the information provided, but that they are unable to provide business or legal advice. The Board also recommended that the questioner reach out to DPH and their local zoning board. Nancy Kennedy motioned, Tom Lord seconded, and the motion carried.

**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 2<sup>nd</sup> and requesting a 90-day grace period. Darryl Bentley moved, Tom Lord seconded, and the motion carried to approve a 90-day grace period for the facility to use a Board approved temporary location and requesting that the facility provide the Board with an update before the end of the grace period.

**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**

By unanimous decision, the Board voted to table rules review to the January 12, 2021 Board meeting.

There being no further business, Joe Westbury, President, declared the meeting adjourned at 1:33 p.m.

The next meeting of the Georgia Board of Funeral Service will be held Thursday, January 12, 2021, 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