GEORGIA BOARD OF FUNERAL SERVICE
Board Meeting Minutes – June 15, 2021
Professional Licensing Boards Division of the Secretary of State
237 Coliseum Drive, Macon, Georgia 31217

Members Present:
- William Bowen, President
- Jake Futch *
- Joe Westbury
- W.T. Edmondson*

Members Absent:
- Bryant Hightower, Vice President
- Nancy Kennedy

Others Present:
- Brad Coman, Executive Director
- Melanie Foster, Licensing Analyst *
- Carla Murray, Licensing Supervisor *
- Alexis Hardy, Board Support Specialist
- Reagan Dean, Assistant Attorney General *
- Tommy McNulty, Assistant Attorney General *

* via teleconference

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

William Bowen, President, noted that a quorum was present, called the meeting to order at 10:08 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

The Board extended their condolences to the friends and family of Darryl Bentley after his passing on June 7th. Mr. Bentley had been a licensed Funeral Director and Embalmer since 1989 and served as a board member for the last three years, after being appointed by then Governor Nathan Deal in June 2018.

Agenda
Joe Westbury moved, W.T. Edmondson seconded, and the Board voted to approve the June 15, 2021 agenda.

Minutes
Joe Westbury moved, W.T. Edmondson seconded, and the Board voted to approve the May 11, 2021 Open Session minutes and Executive Session minutes.

Ratification List
Licenses Issued 5/5/2021 through 6/9/2021 (Total – 28)**:** Joe Westbury moved, Jake Futch 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
CREM000174	Crematory of Forsyth
EMB005334	Lawrence Andrew Goodwin
EMB005335	Mallory Paige Bell
EMB005336	John Tyler Reynolds
FD005734	Lawrence Andrew Goodwin
FD005735	Mallory Paige Bell
FD005736	John Tyler Reynolds
FSA006703	Misty Dawn Herring
FSA006704	Joshua Preston Nave
FSA006705	Vickey Marie Dumas
FSA006706	Jerrick Quan Henry

License #	Licensee
FSA006707	Justin Herbert Malcom
FSA006708	Jeri Leanne Schofill
FSA006709	Kristina Mary Marchetti
FSA006710	Lendarius AnTavious Farley
FSA006711	Aenon Shanti Meyers
FSA006712	Dustin Randy Gibson
FSA006713	Roy A Cuthbert
FSA006714	Lacie Lynne Sullivan
FSA006715	Kristen Deanna Stephens
FSA006717	Rachel Amber Flickinger
FSA006718	Jesse Bryan Byers

License #	Licensee
FSA006719	Stephanie Lucille Hart
FSA006720	Henry Grady Huff, Jr
FSA006721	Andrew Brad White

License #	Licensee
FSA006722	Ora S Hall
FSA006723	Twonia Michelle Kelley Dingle
FSA006724	Andrea Carter

EXECUTIVE SESSION

Joe Westbury moved, W.T. Edmondson 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 conducting applicant interviews, discussing and reviewing applications and complaints, and to hear the Attorney General's report.

At the conclusion of Executive Session, William Bowen, 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 2:31 p.m. No votes were taken during Executive Session.

OPEN SESSION

Joe Westbury moved, Jake Futch seconded, and the motion was carried unanimously by the Board to ratify the following recommendations made during Executive Session:

Appointments

Appearance # 2934377 – Vance-Brooks Funeral Home – Change of FDFCC from Jeffrey Howard Proffitt to Daniel Jarman – Approved.

Appearance # 2941184 – Neptune Management Corp. – Change of FDFCC from Canaan Elkins to Terrica Shields – Approved.

Appearance # 2938433 – James R Barnes Mortuary – Change of FDFCC – Approved pending receipt of proof of Georgia residency.

Appearance # 2941682 – Langston Funeral Home – Change of FDFCC from Charlie Matthews to Dorsey Thomas – Approved.

Appearance # 2945041 / 2945042 Ivey Funeral Home / Southwest Georgia Crematory – Change of FDFCC from Harry Maxwell Bryant to Richard Ivey – Approved.

Appearance # 2943373 / 2946693 Southern Cremations / Funerals at Cheatham Hill – Change of FDFCC from Sam Russell to Sergio Cavazos – Approved.

Appearance # 2943369 / 2946685 Southern Cremations and Funerals – Change of FDFCC from Johanna Martinez to Timotheous Springer – Approved.

Appearance # 2917507 – Collins Family Mortuary – Change of FDFCC from Tandria Cox Phillips to Robert Franklin – Approved.

Appearance # 2944732 – Angel Heights Funeral Service – Change of FDFCC from Nellie Ward to Jacqueline Rollinson – Approved.

Appearance # 2946691 – Pollard and Moore Funeral Home – Change of FDFCC from Bernard Moore, Jr to Konswello Monroe – Approved.

Appearance # 2947311 – Williams Funeral Home of Augusta Inc. – Change of FDFCC from Renata Williams Boston to Dewayne Hall – Approved pending receipt of proof of Georgia residency.

Applications

Application # 2942038 – Candice Brooke – Funeral Director by Reciprocity – Approved.

Application # 2938563 – Barnes and Greer Funeral Services – New establishment – Approved. Appointment of Joshua Barnes as FDFCC – Approved.

Application # 2944736 – M.F.H. – New establishment – Table – Schedule applicant interview for July 13, 2021 Board meeting, applicant to provide proof of training.

Application # 2941609 / 2941611 – B.J.M. – Funeral Director and Embalmer by Reinstatement – Approve with public Consent Order to include 10 years' probation and the inability to serve as FDFCC while on probation. Refer to Attorney General's office.

Complaints

FUN210131 – Close – Matter resolved.

FUN210133 – Close – No violation.

FUN210127 – Table – Refer to Inspections to obtain statement and additional documents from respondent and conduct a routine inspection.

FUN210132 – Table – Refer to Investigations to obtain statement from respondent.

FUN210136 – Close – No violation.

FUN210138 – Table – Refer to Inspections to conduct a routine inspection and obtain copies of contracts. Staff to reach out to complainant to obtain additional information.

FUN210077 – Close – No violation.

FUN210108 – Table – Refer to Attorney Generals' office for a hearing for revocation for failure to maintain the funeral home in a clean, sound, safe, and acceptable repair condition.

FUN210097 – Close – Civil matter. Letter of Concern to facility regarding best practices.

FUN210142 – Table – Refer to Attorney Generals' office for public Consent Order to include $500 fine and 2 years' probation for failure to file death certificate.

FUN210122 – Table – Refer to Attorney Generals' office for public Consent Order to include $500 fine and 2 years' probation for failure to file death certificate.

FUN210124 – Table – Refer to Attorney Generals' office for public Consent Order to include $500 fine and 2 years' probation for failure to file death certificate.

FUN210125 – Table – Refer to Attorney Generals' office for public Consent Order to include $500 fine and 2 years' probation for failure to file death certificate.

FUN210137 – Table – Refer to Attorney Generals' office for public Consent Order to include $500 fine and 2 years' probation for failure to file death certificate.

FUN210083 – Table – Refer to Attorney Generals' office for public Consent Order to include $500 fine and 2 years' probation for failure to file death certificate.

FUN210145 – Table – Staff to request additional documentation. Facility should respond within 30 days.

FUN210141 – Close – No jurisdiction.

FUN200090 – Close – Matter resolved.

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.

FUN210056 – Fine upheld. Schedule hearing before the Board.

FUN200047 – Close – Licensee in compliance.

FUN210087 – Rescind previous motion for referral for establishment, continue with previous referral for FDFCC.

FUN210014 – Table – Refer to Investigations to offer voluntary Cease and Desist Order.

EXECUTIVE SESSION OTHER BUSINESS

Facility # 2520652 – Table – Peer review conducted. Facility to have repairs completed before next retort inspection.

Facility # 2448643 – Table – Peer review conducted. Facility to have repairs completed before next retort inspection.

Facility # 1248220 – Close – No violation.

OTHER BUSINESS

Continuing Education – Joe Westbury moved, Jake Futch 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
NFDA	All-Staff Annual FTC Funeral Rule Review	2
NFDA	Breakout by Office	2
NFDA	Association Rebound & Recovery: Hope for the Future	1
NFDA	The Future of Work is Now -Are you Ready?	1.5
NFDA	Better Boards, Better Meetings, Better Committees	1.5
NFDA	Values Based Leadership: Better Decisions, Better Motivation, Extraordinary Results	1
NFDA	NFDA Embalming & Restorative Arts Seminar	9.25
ICCFA	ICCFA University, College of 21st Century Services	24.5
ICCFA	ICCFA University, College of Cremation	24.5
ICCFA	ICCFA University, College of Funeral Home Management	24.5
ICCFA	ICCFA University, College of Hospitality & Customer Experience	24.5
ICCFA	ICCFA University, College of Land Management & Grounds Operations	25.5

ICCFA	ICCFA University, College of Leadership, Management & Administration	24.5
ICCFA	ICCFA University, J. Asher Neel College of Sales & Marketing	24.5
NFDMA	Lessons Learned from the Pandemic	2
NFDMA	The Secrets of Success	1
NFDMA	Owners Master Track	1
NFDMA	Good Grief': Managing Service and Stress in the Funeral Industry	1
NFDMA	Ethical Concept	1
NFDMA	What Happened to The Employee We Hired?	2
NFDMA	Workplace Violence & Sexual Harassment	1
NFDMA	The Certified Funeral Service Practitioner	1
NFDMA	Funeral Home: Covid-19 OSHA Prevention Programs	1
The Dodge Company	2021 Dodge Technical Series	9
Selected Independent Funeral Homes	2021 Annual Meeting	10

Docketed Orders – Joe Westbury moved, Jake Futch seconded, and the Board voted to accept the docketed orders as presented:

Type	Licensee	License #	Docket #	City
Final Decision	Taylor Family Funeral Service	FEST001248	2021-0616	Tifton
OAFM	J L Litman Memorial Funeral Service	FEST001501	2021-0633	Albany
Voluntary Surrender	Hudson Mortuary	FEST000650	2021-0554	Wadley

Second 90-Day Grace Period Request

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

Name	Decision	Licensee #	City	Expiration
Stan Henderson and Sons Mortuary	Approved	FEST002071	Stockbridge	May 9, 2021
Collins Family Mortuary	Approved	FEST001923	Bainbridge	July 21, 2021

The Conference Update
The Board reviewed correspondence from the International Conference of Funeral Service Examining Boards (ICFSEB) regarding their updated Regulations in Licensing booklet.

Correspondence
The Board reviewed an inquiry regarding the hours that a Funeral Service Apprentice is able to work while pursuing a Bachelors in a Mortuary Science. The Board noted that while they are unable to provide legal advice or interpret laws and rules, Rule 250-4-.03(1)(c) states that an apprentice shall be allowed to serve a maximum of four (4) hours per day for credit towards completion of the apprenticeship period while enrolled in college, and does not distinguish between Associates and Bachelors programs. Jake Futch moved, Joe Westbury 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.

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

The next meeting of the Georgia Board of Funeral Service will be held Tuesday, July 13, 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: July 13, 2021

William Bowen, President

Brad Coman, Executive Director