

GEORGIA BOARD OF FUNERAL SERVICE
Board Meeting Minutes – July 13, 2021
Professional Licensing Boards Division of the Secretary of State
237 Coliseum Drive, Macon, Georgia 31217

Members Present:

- William Bowen, President
- Bryant Hightower, Vice President
- Jake Futch *
- Joe Westbury
- W.T. Edmondson

Members Absent:

- 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 10:11 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

Joe Westbury moved, W.T. Edmondson seconded, and the Board voted to approve the July 13, 2021 agenda.

Minutes

Joe Westbury moved, Bryant Hightower seconded, and the Board voted to approve the June 15, 2021 Open Session minutes and Executive Session minutes.

Ratification List

Licenses Issued 6/10/2021 through 7/8/2021 (Total – 19): W.T. Edmondson moved, Bryant Hightower 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
EMB005337	Larry Williams
EMB005338	Kamiya Arianna Woods
EMB005339	Stevie LeAnn Rodriguez
EMB005340	Isaac Miller, Jr
FD005737	Larry Williams
FD005738	Kamiya Arianna Woods
FD005739	Stevie LeAnn Rodriguez
FD005740	Candice Louisa Brooke
FEST002087	Barnes & Greer Funeral Services
FSA006725	Brock M Bloodworth
FSA006726	William Matthew Davis
FSA006727	David Anthony Fleming

License #	Licensee
FSA006728	Brandon Kyle Bobo
FSA006729	Antoinette Eleanor Jackson
FSA006730	Henry Preston Jordan-Rudeseal
FSA006731	Sabrina Feliceia Thomas
FSA006732	Mary Michael Livingston
FSA006733	Freddie Deangelo Stewart
FSA006734	Carrie Elizabeth Beck
EMB005337	Larry Williams
EMB005338	Kamiya Arianna Woods
EMB005339	Stevie LeAnn Rodriguez
EMB005340	Isaac Miller, Jr

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EXECUTIVE SESSION

W.T. Edmondson moved, Joe Westbury seconded and the Board voted to enter into Executive Session at 10:12 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 2:44 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 # 2944736 – Miller Funeral Home – New facility – Approved. Melinda Millers-Moats appointed FDFCC – Approved.

Appearance # 2949294 – Perry Funeral Chapel Inc. – Change of FDFCC from Edgar Fry Perry to John Mathis – Approved.

Appearance # 2951817 – Whipple and Allen Funeral Home Inc. – Change of FDFCC – Table – Facility should submit 90-day Grace Period Request.

Appearance # 2941015 – A.M.S. – New Establishment – Approve with public Consent Agreement to include 4 years' probation, quarterly reports, and a fine of \$22,750 for unlicensed practice.

Applications

Application # 2952936 – Bryant Funeral Home LLC – New establishment – Approved. Harry Bryant appointed FDFCC – Approved.

Application # 2947320 / 2947322 – Eve Harrison – Funeral Director and Embalmer– Approved by endorsement.

Application # 2937003 – S.P. – Funeral Service Apprentice – Table – Facility cannot be approved as site for apprenticeship due to condition of facility and pending disciplinary action.

Application # 2947957 – Brooklyn Jacobs – Funeral Service Apprentice – Approved.

Complaints

FUN210080 – Close – No violation.

FUN210068 – Close – Staff to notify local police department, coroner, and vital records that facility is closed.

FUN210118 – Bryant Hightower recused – Table – Staff to request additional documents from complainant. Refer to Inspections to obtain statement from respondent.

FUN210123 – Close – No violation.

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FUN210148 – Close – No violation.

FUN210135 – Table – Refer to Inspections to obtain statement from FDFCC.

FUN210152 – Table – Fine upheld, licensee can request hearing.

FUN210146 – Table – Staff to request additional information from complainant.

FUN220003 – Close – Matter resolved.

FUN200090 – Board accepted quarterly report.

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.

FUN210050 – Rescind previous motion for referral for establishment, continue with previous referral for FDFCC.

EXECUTIVE SESSION OTHER BUSINESS

Facility # 2801613 – Close – No violation.

Facility # 2881797 – Table – Refer to Attorney General’s Office for a hearing for revocation of the facility license for operating without a FDFCC.

Facility # 2883103 – Table – Refer to Attorney General’s Office for a hearing for revocation of the facility license for operating without a FDFCC.

OTHER BUSINESS

Continuing Education – Joe Westbury 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
Academy of Graduate Embalmers of Georgia	AGEG Business Meeting and Memorial Service	1
Academy of Graduate Embalmers of Georgia	The Challenges of Tissue Gas	1
Academy of Graduate Embalmers of Georgia	Overcoming Delayed Embalming Issues	1
Academy of Graduate Embalmers of Georgia	Creating a Lasting Memory	1
Academy of Graduate Embalmers of Georgia	From One Extreme to the Other: Edema vs Emaciation	1
Academy of Graduate Embalmers of Georgia	Pandemic: The Reality & History of the Last 100 Years & Its Impact on Funeral Service	1
Academy of Graduate Embalmers of Georgia	Feature Building and Cosmetics: What To Look For	1
Academy of Graduate Embalmers of Georgia	Dignity, Honor And Respect...Personal Observations Over The Years	2
Academy of Graduate Embalmers of Georgia	Learn from the Past/Plan for the Future	1
GFDA	GFDA 2021 Summer Meeting	3

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Funeral Service Academy	Children and Grief	2
Funeral Service Academy	Funeral Pre-Planning: An Overview	2
Funeral Service Academy	Working with Elderly Clients	2
CANA	CANA's Crematory Operations Certification Program	8
CANA	CANA's 103 rd Cremation Innovation Convention	9

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

Type	Licensee	License #	Docket #	City
OAFM	FairHaven Funeral Home and Cremation Services	FEST001903	2021-0646	Macon
OAFM	Brown & Young Home of Funerals	FEST001359	2021-0700	Lithonia
OAFM	Drew Funeral Home	FEST001058	2021-0732	Toccoa
Consent Order	Conkle, Christopher	FD004319	2021-0645	Columbus
Consent Order	Melton, Bryan Joseph	FD004841/EMB004430	2021-0731	Tifton
Consent Agreement	Miller, Isaac, Jr	2914143/EMB005340	2021-0729	Tallahasee, FL

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
Peoples Community Funeral Home	Approved	FEST002036	Baxley	September 17, 2021
Canton Funeral Home and Cemetery at Macedonia Memorial Park	Approved	FEST001947	Canton	September 16, 2021
Forest Lawn Funeral Home and Memorial Gardens	Approved	FEST001914	Atlanta	September 10, 2021

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 facilities due to a fire on April 2, 2020. The Board granted a 90-day grace period to the facility to use a Board approved temporary location while reconstructing or moving the previous location, and requested the facility submit applications for any change of address/ownership/FDFCC by the end of the grace period. Joe Westbury moved, Bryant Hightower seconded, and the motion carried.

Alkaline Hydrolysis Regulation

The Board reviewed a reference guide from the International Conference of Funeral Service Examining Boards (ICFSEB) regarding the Conference member boards that accept/acknowledge Alkaline Hydrolysis as a form of disposition in their state or province.

Alkaline Hydrolysis Operator Training and Certification

The Board reviewed information from the Cremation Association of North America (CANA) regarding updates to their Crematory Operator Certification Program to include training specific to Alkaline Hydrolysis.

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 3:13 p.m.

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The next meeting of the Georgia Board of Funeral Service will be held Tuesday, August 10, 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: August 10, 2021



William Bowen, President



Brad Coman, Executive Director