

GEORGIA BOARD OF FUNERAL SERVICE
Board Meeting Minutes – February 14, 2023
Professional Licensing Boards Division of the Secretary of State
237 Coliseum Drive, Macon, Georgia 31217

Members Present:

- Bryant Hightower, President
- Tommy Davis
- Nancy Kennedy *
- Joe Westbury

Others Present:

- Brad Coman, Executive Director
- Melanie Foster, Licensing Supervisor *
- Kristin Mitchell, Board Support Specialist
- Karen Coates, Licensing Analyst
- Bryon Thernes, Assistant Attorney General *

Members Absent:

- Jake Futch, Vice President
- Felicia Wimberly

* *via teleconference*

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

Bryant Hightower, 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

Joe Westbury moved, Tommy Davis seconded, and the Board voted to approve the February 14, 2023, agenda.

Minutes

Jake Futch moved, Tommy Davis seconded, and the Board voted to approve the January 10, 2023, Open Session minutes and Executive Session minutes.

Ratification List

Licenses Issued 1/6/2023 through 2/9/2023 (Total – 37): Joe Westbury moved, Tommy Davis 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	License #	Licensee
CREM000185	Southern Cremations & Funerals At Eastlawn Memorial Park	FD005817	Brittany Kay Snyder
EMB005413	Howie Farrell Gunby	FD005818	David Anthony Fleming
EMB005414	Caleb Aaron Roberts	FD005819	Erika Evans Robinson
EMB005415	Nathan Lee Thompson	FD005820	Cameron Elise Perez-Stamps
EMB005416	Brittany Kay Snyder	FD005821	Hannah Winter Rose Miller
EMB005417	David Anthony Fleming	FD005822	Franchesca Nicole McMillan
EMB005418	Erika Evans Robinson	FD005823	Michelle Green Nelson
EMB005419	Cameron Elise Perez-Stamps	FD005824	Jennifer Marie Grant
EMB005420	Hannah Winter Rose Miller	FEST002112	Southern Cremations & Funerals At Eastlawn Memorial Park
EMB005421	Franchesca Nicole McMillan	FEST002113	Snow's Funerals and Cremations at Macon Memorial Park
EMB005422	Michelle Green Nelson	FEST002114	Richard R. Robinson Funeral Home Eastside Chapel
EMB005423	Jennifer Marie Grant	FSA006976	Thomas Benjamin Sosby
FD005814	Howie Farrell Gunby	FSA006977	Mekayla R McIver
FD005815	Caleb Aaron Roberts	FSA006978	Charity Renae Johnson
FD005816	Nathan Lee Thompson		

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License #	Licensee	License #	Licensee
FSA006979	Kyle Chandler Stocks	FSA006983	Kyle Daniel Mehrkens
FSA006980	Terry Lee Wimberly	FSA006984	Shondra Monique Giles
FSA006981	Brandi Nichole Chapman	FSA006985	Brittany Ann Robinson
FSA006982	Iyeshia Samone Broughton	FSA006986	Tyler Lamar Patrick

EXECUTIVE SESSION

Joe Westbury moved, Tommy Davis seconded, and the Board voted to enter Executive Session at 10:04 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, Bryant Hightower, 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 1:29 p.m. No votes were taken during Executive Session.

OPEN SESSION

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

Appointments

Appearance # 3063690 – Paradise Mortuary and Cremation Service – Change of FDFCC from Stuart Ford to Nellie Ward – Approved.

Appearance # 3072012 – S.C.A.F.S. – Change of FDFCC – Approve pending receipt of proof of Georgia residency.

Appearance # 3074233 / 3076537 – Families First Funeral Care / Coastal Empire Crematory – Change of FDFCC from Clifford Neesmith to Hannah Miller – Approved.

Appearance # 3074219 – D.F.D. – Change of FDFCC – Approve pending receipt of proof of change of ownership and submission of a 90-day grace period request.

Appearance # 3069066 – B.A.S.F.H. – Change of FDFCC – Approve pending receipt of ownership information.

Appearance # 3033622 – Mack’s Funeral Home and Cremation Service – Change of FDFCC from Alan Eppinger to Matthew Williams – Approved.

Appearance # 3043802 – Ricketson Crematory – Change of FDFCC from George McIver to Donald McDearmid – Approved.

Appearance # 3015733 – Snow’s Memorial Chapel – Change of FDFCC from Adrien Page to David Asbell – Approved.

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Applications

Application # 3065116 / 3051151 – Marcia Michelle Ferguson – Embalmer and Funeral Director – Approved by Reciprocity.

Application # 3067958 – Bentley and Sons Funeral Home – New Establishment with DeUndray Bentley as FDFCC – Approved.

Application # 33073446 / 3073447 – Craig A. Pender – Embalmer and Funeral Director – Approved by Endorsement.

Application # 3074377 / 3074378 – Brian Davidson – Embalmer and Funeral Director – Approved by Endorsement.

Complaints

FUN230055 – Table to March 14, 2023 Board meeting.

FUN230056 – Table to March 14, 2023 Board meeting.

FUN230089 – Table – Refer to Inspections to obtain statements from FDFCC and owner.

FUN230086 – Close – Refer to Cemetery Board.

FUN230091 – Table – Refer to Inspections to obtain a statement from FDFCC.

FUN230079 – Table to March 14, 2023 Board meeting.

FUN230095 – Table – Refer to Inspections to obtain statement from FDFCC.

FUN230096 – Table – Refer to Inspections to obtain statement from FDFCC.

FUN230068 – Table to March 14, 2023 Board meeting.

FUN230010 – Table – Refer to Inspections to obtain statement from FDFCC and copy of certificate of cremation.

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

Case # 3078727 – Approve.

Case # 3078720 – Approve.

Continuing Education – Joe Westbury moved, Tommy Davis seconded, and the motion carried by the Board to accept the Continuing Education Committee’s recommendations to approve the following continuing education courses as presented:

Provider	Course	Points
CANA	CANA's Crematory Operations Certification Program	8
GFSPA	Day At the Capital	2
GFSPA	Where Do We Go from Here?	2
Homesteaders Life Company	Ethics – Working with the Senior Market	3
Homesteaders Life Company	Prearranging with Preneed Insurance	3
Homesteaders Life Company	Preneed Insurance Companies	3
Homesteaders Life Company	Preneed Insurance Forms, Trends and Generational Changes	3

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Master GraveService Inc	Burial, Vault, Cremation, Gravesite & Memorialization	5
NFDA	NFDA Meet the Mentors Program	10
NFDA	NFDA Certified Preplanning Consultants Program Correspondence / Self – Study Option	15
NFDA	How to Get More Calls in 2024	1
NFDA	2023 Annual All Staff FTC Training	2
NFDA	NFDA Embalming and Restorative Arts Seminar	9.5
NFDMA	Embalming Traumatic Cases with Confidence	2
NFDMA	Building a Culture of Ethical Behavior	1
NFDMA	Emotional Health/Business Wealth	1
NFDMA	FTC Rule: Yesterday Today and Tomorrow	1
The International Conference of Funeral Examining Boards, Inc.	Board Member Training Program	6
The International Conference of Funeral Examining Boards, Inc.	All Things Exam Panel	2.25
The International Conference of Funeral Examining Boards, Inc.	District Meetings	2
The International Conference of Funeral Examining Boards, Inc.	District Reports – Requested	.5
The International Conference of Funeral Examining Boards, Inc.	Top Regulatory Cases	1
The International Conference of Funeral Examining Boards, Inc.	Recipe for Success: Tell Us How You Do It Panel	1
The International Conference of Funeral Examining Boards, Inc.	Babies in the Ceiling... Wait, Did I read that Right?	.75
The International Conference of Funeral Examining Boards, Inc.	Policy Making & Body Raking	.75
The International Conference of Funeral Examining Boards, Inc.	Concurrent Sessions: Funeral Service Administrators Forum The Conference Initiatives Panel	3.5

OTHER BUSINESS

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

Type	Licensee	License #	Docket #	City
OAFM	Alfred F. Wilson Funeral Home	FEST000622	2023-0148	Villa Rica

Facility Changes of Ownership

The Board reviewed the following changes of ownership:

Facility	License #	Seller	Purchaser	Sell Date	Notification Date
Hunter Funeral Home	FEST000690	Kenneth E. Moore	David Oberley	1/16/2023	1/17/2023

Request To Lift Probation

The Board reviewed a request to lift probation for Latasha Nicole Grant (FD005318, EMB004914). Licensee has complied with all Board requirements. Joe Westbury moved, Tommy Davis seconded, and the Board voted unanimously to approve the request.

90-Day Grace Period Requests

The Board reviewed a grace period request from Peterson’s Funeral Home (FEST002051) regarding the destruction of part of the facility by a tornado on January 12th. The facility is requesting to operate out of a temporary location while the facility rebuilds. Joe Westbury moved, Tommy Davis seconded, and the Board

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voted unanimously to grant a 90-day grace period to the facility to use the approved temporary location, and instructed the facility to provide the Board with an update before the end of the grace period.

Joe Westbury moved, Tommy Davis seconded, and the Board voted unanimously on the following additional 90-day grace period requests:

Type	Decision	License / App #	City	Expiration
Gray Memorial Chapel & Crematory	Approved	FEST002017	Gray	February 28, 2023
Gray Memorial Chapel & Crematory	Approved	CREM000153	Gray	February 28, 2023
Cochran Funeral Home	Approved	FEST001316	Cochran	April 4, 2023

Certificate of Active Supervision

The Board reviewed the certificate of active supervision, dated January 11, 2023, for Board Rule 250-5-.12, which was approved by the Governor. The Board unanimously voted to send an email notification of the Rule change to all approved Continuing Education Providers, once the rule is updated on the Board's website.

Correspondence

The Board reviewed correspondence related to opening a new Crematory. The questioner is seeking the Board's interpretation of O.C.G.A. § 43-18-72(a) as it applies to a Crematory being built on or adjacent to a tract or parcel of land which contains a funeral establishment, despite the facility being within 1,000 feet of residential homes. Joe Westbury moved that while the Board cannot provide business or legal advice, or interpret the laws or rules, it is the Board's understanding that the relevant law does not prohibit crematory construction or operation if it is located on or adjacent to a tract or parcel of land which contains a funeral establishment. Tommy Davis seconded the motion and it passed unanimously.

Inspection Clarification

The Board reviewed a request from the Inspections Division seeking clarification on if a cardboard cremation box may be counted as a casket during an inspection. Joe Westbury moved that these alternative containers are able to count as a casket, as O.C.G.A. § 43-18-1(4) defines "casket" as a container which is designed for the encasement and viewing of a dead human body. Tommy Davis seconded the motion and it passed unanimously.

NBE Results by School

The Board reviewed the National Board Exam results by school for 2022 provided by the International Conference of Funeral Service Examining Board (ICFSEB).

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, Bryant Hightower, President, declared the meeting adjourned at 2:00 p.m. The next meeting of the Georgia Board of Funeral Service will be held Tuesday, March 14, 2023, at 10:00 a.m. at 237 Coliseum Drive, Macon, Georgia.

Minutes recorded by: Kristin Mitchell, Board Support Specialist
Minutes reviewed and edited by: Brad Coman, Executive Director
Minutes approved on: March 14, 2023.


Bryant Hightower, President


Brad Coman, Executive Director