

GEORGIA BOARD OF FUNERAL SERVICE
Board Meeting Minutes – April 11, 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
- Felicia Wimberly

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:

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 10:05 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.

Bryant Hightower acknowledged Jake Futch’s resignation from the Board and thanked Mr. Futch for his service during his time as a member of the Board.

OPEN SESSION

Agenda

Joe Westbury moved, Tommy Davis seconded, and the Board voted to approve the April 11 2023, agenda.

Minutes

Joe Westbury moved, Tommy Davis seconded, and the Board voted to approve the March 14, 2023, Open Session minutes and Executive Session minutes.

Ratification List

Licenses Issued 3/10/2023 through 4/5/2023 (Total – 21): 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
EMB005432	Tylor Kasey Pate	FEST002117	Wilkes Funeral Home LLC
EMB005433	Rachel Amber Flickinger	FSA007003	Catherine Grace Barefield
EMB005434	April Carmita Murphy	FSA007004	Clayton Thomas Weaver
EMB005435	Carly Diane Jones	FSA007005	Johnny Ray Ballew
EMB005436	Victourius Bernicia Copeland	FSA007006	Tericka R Yates
FD005833	Tylor Kasey Pate	FSA007007	Cari Louise Stokes
FD005834	Rachel Amber Flickinger	FSA007008	Simcha Chastain
FD005835	April Carmita Murphy	FSA007009	Shannon Denard Daniels
FD005836	Carly Diane Jones	FSA007010	Darrell Lee Duggan, Jr.
FD005837	Victourius Bernicia Copeland	FSA007011	Mary Yvonne DeRouen
FEST002116	Knight Mortuary Services, LLC		

EXECUTIVE SESSION

Joe Westbury moved, Tommy Davis seconded, and the Board voted to enter Executive Session at 10:06 a.m. in accordance with O.C.G.A. §§ 43-1-19(h) and 43-18, for the purpose of conducting applicant

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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 2:34 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 # 3075971 – G.M.M. – Change of FDFCC – Uphold denial due to falsification of prior applications by failing to disclose arrest history.

Appearance # 3054980 – Miles Funeral Home – Change of FDFCC from Raymond Jones to Glenda Stewart – Approved.

Appearance # 3017235 – B.A.S.F.H. – Change of FDFCC – Approve with Public Consent Order to include a \$2,000 fine for unlicensed practice. Refer to Attorney General's Office.

Appearance # 3052944 – D.F.H.A.C.S. – Change of FDFCC – Approved pending receipt of 90-day grace period request.

Appearance # 3068114 – B.A.S.F.H. – Change of FDFCC – Approved with Public Consent Order to include a \$500 fine for FDFCC for failure to disclose arrest history.

Appearance # 3072021 – International Mortuary and Cremation, LLC – New Establishment with Carl Powell as FDFCC – Approved.

Appearance # 3084680 – Cochran Funeral Home – Change of FDFCC from Stephen Cochran to Tom Jordan – Approved.

Appearance # 3077899 – Thomas L Scroggs Funeral Home – Change of FDFCC from Kelsey Scroggs to Stephen White – Approved.

Appearance # 3081085 – W.A.J.F.H. – Change of FDFCC – Approved pending receipt of 90-day grace period request.

Appearance # 3075702 – Way Watson Funeral Home – Change of FDFCC from John Way to Pamela Wilson – Approved.

Appearance # 3085162 – Collins Family Mortuary LLC – Change of location with Robert Franklin remaining as FDFCC – Approved.

Applications

Application # 3060195 / 3060196 – Mignon Mooring – Embalmer & Funeral Director – Approved by Endorsement.

Application # 3067949 – T.V.W.F.H. – Change of FDFCC – Approved pending receipt of 90-day grace period request.

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Application # 3076003 / 3076007 – K.S. – Embalmer & Funeral Director – Table – Application incomplete. Applicant needs to provide verification of employment and a letter of explanation.

Application# 3084454 – M.B. – Funeral Service Apprentice – Approve with a Letter of Concern for Unlicensed Practice, and Letter of Concern to supervisor for Aiding and Abetting Unlicensed Practice.

Complaints

FUN230007– Close – With Letter of Concern to respondent regarding best practices.

FUN230016 – Close – Fine paid/matter resolved.

FUN230091 – Close – Matter resolved.

FUN230116 – Table – Refer to Inspections to obtain a statement from respondent.

FUN230120 – Table – Refer to Inspections to verify unlicensed practice.

FUN230130 – Table – Refer to Inspections to obtain a statement from FDFCC and respondent.

FUN230110 – Close – No violation.

FUN230053 – Table – Schedule a Cognizant Interview.

FUN230096 – Close – No violation.

FUN210042 – Close – Refer to Department of Revenue.

FUN230068 – Table – Staff to obtain additional information from owner.

FUN230107 – Close – With a Letter of Concern regarding unethical practice and disregarding a decedent's dignity, right to privacy, or right to confidentiality.

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 # 2770245 – Approve 90-day grace period. Facility to provide update on progress before the end of 90 days.

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
NFDA	Chemical Safety Do's and Don'ts	1
NFDA	DEI; Are You Just Checking the Box?	1
NFDA	NFDA Future's Forum	9
Kates – Boylston Publications	2023 Technology Think Tank	7.5
ICCFA	ICCFA 2023 Annual Conference and Exposition	14
Order of the Golden Rule	2023 OGR/CFSA Women's Forum	2

OTHER BUSINESS

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

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Type	Licensee	License #	Docket #	City
OAFM	James Barnes Mortuary	FEST000986	2023-0209	Statesboro
OAFM	Terry Family Funeral Home - Talbotton	FEST001931	2023-0207	Talbotton
OAFM	Rooks Funeral Home	FEST000012	2023-0344	Fort Valley
OAFM	Gus Thornhills Funeral Home	FEST000988	2023-0343	East Point
OAFM	Golden Gates Burial & Cremation Services	FEST002095	2023-0345	Eastman
OAFM	Phillips Mortuary	FEST001410	2023-0346	Social Circle
OAFM	James A Kirkland Mortuary	FEST001457	2023-0208	Millen
Voluntary Surrender	Darryl J Mattison	EMB003937/FD004379	2023-0206	Anderson, SC

Facility Changes of Ownership

The Board reviewed the following changes of ownership:

Facility	License #	Seller	Purchaser	Notification Date
Allen and Allen Funeral Home	FEST000401	Darrell Allen	James Dukes	3/10/2023
Sunset Crematory	CREM000063	Darrell Allen	James Dukes	3/10/2023

90-Day Grace Period Requests

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

Type	Decision	License / App #	City	Expiration
Collins Family Funeral Home LLC	Approved	FEST002059	Gray	June 10, 2023

Board Election

Joe Westbury moved, Bryant Hightower seconded, and the Board voted unanimously to elect Felicia Wimberly as President and Tommy Davis as Vice President.

The Conference Update:

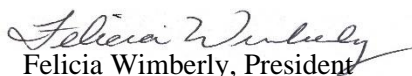
The Board reviewed and discussed a recap of the International Conference of Funeral Service Examining Boards' (ICFSEB) Annual Meeting as well as the ICFSEB 2023 budget that was adopted by the ICFSEB Board of Directors.

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 2:48 p.m. The next meeting of the Georgia Board of Funeral Service will be held Tuesday, May 9, 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: May 9, 2023.


Felicia Wimberly, President


Brad Coman, Executive Director