

GEORGIA BOARD OF FUNERAL SERVICE
Board Meeting Minutes – June 13, 2023
Professional Licensing Boards Division of the Secretary of State
237 Coliseum Drive, Macon, Georgia 31217

Members Present:

- Felicia Wimberly, President
- Tommy Davis
- Joe Westbury
- Bryant Hightower *
- Shanna Jackson Sheats
- Bradley Anderson
- Nancy Kennedy *

Others Present:

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

* *via teleconference*

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

Felicia Wimberly, 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.

OPEN SESSION

Agenda

Joe Westbury moved, Tommy Davis seconded, and the Board voted to approve the June 13, 2023 agenda.

Minutes

Joe Westbury moved, Tommy Davis seconded, and the Board voted to approve the May 9, 2023 Open Session minutes and Executive Session minutes.

Ratification List

Licenses Issued 5/4/2023 through 6/8/2023 (Total – 35): 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
EMB005441	Andrew Mathis Wardlaw, Jr	FD005850	Brian Adam Keith
EMB005442	Mignon Kathryn Yvette Mooring	FD005851	Alexander Stone Elliott
EMB005444	Mary Kathleen Taylor	FEST002120	Reynolds Funeral Home
EMB005445	Jarrett Brannen Cartee	FEST002121	Bellamy Funeral Home
EMB005446	Cole Stalvey Tucker	FEST002122	Gamble Funeral Service
EMB005447	Emiljon Root Hall	FEST002123	Caldwell and Cowan Funeral Operations,LLC
EMB005448	Bryant R Barfield	FEST002123	Caldwell and Cowan Funeral Operations,LLC
EMB005449	Brian Adam Keith	FEST002124	Howard Mortuary of Wrightsville
EMB005450	Alexander Stone Elliott	FEST002125	Burke & Campbell Funeral Home
FD005842	Andrew Mathis Wardlaw, Jr	FSA007020	Ulysses Jontae Houston
FD005843	Mignon Kathryn Yvette Mooring	FSA007021	Quamell Keshawn Pittman
FD005845	Mary Kathleen Taylor	FSA007022	Arden Louise Johnson
FD005846	Jarrett Brannen Cartee	FSA007023	Bryan Keith Seagraves
FD005847	Cole Stalvey Tucker	FSA007024	Kaylin Renee Pannell
FD005848	Emiljon Root Hall	FSA007025	Alec Rhys Kuck
FD005849	Bryant R Barfield	FSA007026	Jared Mason Sanders

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License #	Licensee	License #	Licensee
FSA007027	Catlin Marie Vandekamp	FSA007029	Tiffany LeeAnne Marchant
FSA007028	Rachel Harn		

EXECUTIVE SESSION

Joe Westbury moved, Tommy Davis seconded, and the Board voted to enter Executive Session at 10:07 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, Felicia Wimberly, 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 3:04 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 # 3084664 / 3084669 – J.H. – Funeral Director / Embalmer by Endorsement or Reciprocity – Deny – Does not qualify for endorsement or reciprocity.

Appearance # 3085837 – Collins Family Funeral Home LLC – Change of FDFCC from William Collins to Debra Waller – Approved.

Appearance # 3082742 – LW Jackson and Family Mortuary – Change of FDFCC from Moses Myers to Reginald Martin – Approved pending receipt of 90-day grace period request.

Appearance # 3095929 / 3096000 – Southern Cremations and Funerals at Cheatham Hill – Change of FDFCC from Patty Decker to Michelle Pittman – Approved.

Appearance # 3096305 – D.H.C. – Change of FDFCC – Approved pending receipt of proof of address showing Funeral Home and Crematory at the same address.

Appearance # 3097470 – Glover Memorial Mortuary – Change of FDFCC from Ronnie Miley to Jasmine Sirmons – Approved.

Appearance # 3097760 – Dexter T. Sims Mortuary, LLC – Change of FDFCC from Roy Clemmons to Tenisha Cole – Approved pending receipt of 90-day grace period request.

Appearance # 3095936 – M.A. Boston Mortuary, Inc – New Establishment with Jacinda Brown as FDFCC – Approved.

Appearance # 3072036 – F.L.S.F.H. – Change of FDFCC – Deny for falsifying application by failing to disclose arrest history.

Appearance # 3095632 – F.H.F.H. – Change of FDFCC – Approved with a Letter of Concern for failure to disclose arrest history.

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Applications

Application # 3088470 – T.L.C.F.H.A.C. – New Crematory – Approved with a Letter of Concern for failure to disclose arrest history.

Application # 3087354 / 3087355 – M.G. – Embalmer and Funeral Director – Approved with a Letter of Concern for failure to disclose arrest history.

Application # 3087351 / 3087352 J.R.L. – Reinstatement of Embalmer & Funeral Director – Deny due to criminal history and failure to disclose previous denial of licensure.

Application # 3076003 / 3076007 – K.S. – Funeral Director / Embalmer by Endorsement or Reciprocity – Table – Need verification of licensure. Schedule an applicant interview.

Application # 3091346 – W.J.T. – Funeral Service Apprentice – Approved with a Public Consent Order to include two years' probation due to arrest history.

Application # 3088474 / 3088476 – Steven Zittle – Funeral Director / Embalmer by Endorsement or Reciprocity – Approved.

Application # 3082104 – D.B.M. – Funeral Service Apprentice – Approved with a Public Consent Order to include two years' probation due to arrest history.

Application # 3089910 / 3089911 – Rebekah Abercrombie – Funeral Director / Embalmer by Endorsement or Reciprocity – Approved by Reciprocity.

Complaints

FUN230153 – Close – Lack of information.

FUN230154 – Table – Refer to Inspections to obtain statement from FDFCC.

FUN230055 – Close – No violation / lack of information.

FUN230010 – Close – Matter resolved.

FUN230121 – Table – Refer to Inspections to obtain a statement from FDFCC.

FUN230103 – Close – Letter of Concern regarding advertising and inability to sell preneed.

FUN230134 – Close – No violation / lack of information.

FUN230159 – Table – Refer to Investigations to obtain statement from respondent and FDFCC.

FUN230130 – Table – Refer to Investigations to obtain statement from FDFCC and facility staff.

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 # 452256 – Approve apprenticeship completion.

Case # 1087882 – Change license status to Facility Closed.

Case # 3091060 – Table – Staff to reach out to supervising licensee for additional information.

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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
NFDMA	The Long Game: Cultivating a Winning Business Model	1
NFDMA	Build, Grow, Exit	1
NFDMA	The Ethical Approach to DEI	2
NFDMA	Embalming with Excellence: Perfecting Your Gift	2
NFDA	Building the Human for Tomorrow	1
NFDA	Breakout By Office	1.5
NFDA	Strategic Plans that Work: Development & Impletion	1.5
NFDA	Her Majesty Queen Elizabeth's Funeral: A Behind the Scenes Look	1
NFDA	Compassion Fatigue in Funeral Service: How to Mitigate Burnout	1.5
SCFDA	Body Snatchers and Grave Robbing	1
SCFDA	The Modernization of the Death Registration Process in South Carolina and the Nation	1
SCFDA	SCFDA General Business Session	1
SCFDA	Stories, Not Statistics: How Funeral Homes Engage and Retain High Performing Employees in a Post – Pandemic Workforce	2

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	Lofton Funeral Home and Cremation Services	FEST001863	2023-0538	Newton
Consent Order	HM Patterson & Son Funeral Directors	FEST001449	2023-0526	Sandy Springs

Requests To Lift Probation

The Board reviewed a request to lift probation for James Lamar Pierson III (FD005222). Licensee has complied with all Board requirements. Bryant Hightower moved, Tommy Davis seconded, and the Board voted unanimously to approve the request.

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
Mackey-Wilson Jennings Funeral Home	Approved	FEST000894	Lagrange	8/1/2023

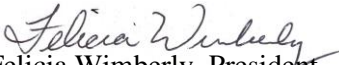
Executive Director’s Report

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, Felicia Wimberly, President, declared the meeting adjourned at 3:09 p.m. The next meeting of the Georgia Board of Funeral Service will be held Tuesday, July 11, 2023, at 10:00 a.m. at 237 Coliseum Drive, Macon, Georgia.

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Minutes recorded by: Kristin Mitchell, Board Support Specialist
Minutes reviewed and edited by: Brad Coman, Executive Director
Minutes approved on: July 11, 2023.


Felicia Wimberly, President


Brad Coman, Executive Director