

GEORGIA BOARD OF FUNERAL SERVICE
Board Meeting Minutes – July 11, 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

Others Present:

- Brad Coman, Executive Director
- Melanie Foster, Licensing Supervisor *
- Kristin Mitchell, Board Support Specialist
- Tommy McNulty, Assistant Attorney General *

* via teleconference

Members Absent:

- Nancy Kennedy

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 10:04 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 July 11, 2023 agenda.

Minutes

Joe Westbury moved, Tommy Davis seconded, and the Board voted to approve the June 13, 2023 Open Session minutes and Executive Session minutes.

Ratification List

Licenses Issued 6/9/2023 7/9/2023 (Total – 26): 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
CREM000186	Thomas L. Carter Funeral Home and Crematory	FSA007033	Matthew Joe Willingham
EMB005451	William Matthew Davis	FSA007034	Chaz Lauren Ferrell
EMB005452	Mark Anthony Godwin	FSA007035	Brelan Chenard Holston
EMB005453	Nicholas Adam Blalock	FSA007036	Dakota Corbin Stockton
EMB005454	Vickey Marie Dumas	FSA007037	Kristen Ashley Carvajal
FD005852	William Matthew Davis	FSA007038	Abigail Elizabeth Stewart
FD005853	Mark Anthony Godwin	FSA007039	Victoria Jowanna Britt
FD005854	Nicholas Adam Blalock	FSA007040	Robert Joel Brown
FD005855	Vickey Marie Dumas	FSA007041	John Randolph Parker
FEST002126	M.A. Boston Mortuary, Inc	FSA007042	Marlisa Andrews
FSA007030	Anastasia Faye McEachern	FSA007043	Sherry Lynn Thornhill
FSA007031	Ruby A.L. Williams	FSA007044	Joel Wheeler Addison
FSA007032	Valerie Levett	FSA007045	Tiffany Maria Green

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EXECUTIVE SESSION

Joe Westbury moved, Tommy Davis seconded, and the Board voted to enter Executive Session at 10:05 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 12:37 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. – Appeal of Denial of Funeral Director / Embalmer by Endorsement or Reciprocity – No show.

Appearance # 3076003 K.S – Funeral Director / Embalmer by Endorsement or Reciprocity – Approve pending receipt of updated verification of licensure.

Appearance # 3100032 – F.A.W.F.D.I.C. – Change of FDFCC – Approved with a public Consent Order to include a \$4,000 fine and two years’ probation for unlicensed practice.

Appearance # 3099726 – H.P.F.H. – Change of FDFCC – Approved pending receipt of letter of resignation from former FDFCC.

Appearance # 3101610 – R.R.A.S.F.D. – Change of FDFCC – Table – No show. Reschedule to August 8, 2023 Board meeting.

Applications

Application # 3104780 – Tiffany Cole – Funeral Director / Embalmer by Endorsement or Reciprocity – Approved.

Application # 3094213 – B.F.A.C.S.– New Establishment – Table – Needs to pass reinspection.

Application # 3095940 – Ferguson Funeral Home – New Establishment with Julius Moore as FDFCC – Approved.

Application # 3095347 – M.D.W.F.H. Change of Location – Approved with a Letter of Concern for failure to disclose arrest history.

Complaints

FUN230143 – Close – No violation.

FUN230154 – Table – Refer to Inspections to obtain a statement from FDFCC and owner.

FUN230165 – Table – Refer to Inspections to obtain a statement from FDFCC.

FUN230164 – Close – No violation.

FUN230121 – Close – No violation.

FUN230142 – Close – Refer to Law Enforcement, Attorney General’s office, and Secretary of State.

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FUN230168 – Table – Refer to Inspections to obtain a statement from FDFCC and copy of corrected death certificate.

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 # 3064393 – Accept letter of separation as supervising licensee.

Continuing Education – Joe Westbury moved, Shanna Jackson Sheets 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 2023 Convention	7
NFDA	Safe Zone Training for Funeral Service Professionals	4
NFDA	Managing Various Hospital and Trauma Cases	4
NFDA	Succession Planning and Investing in Key Employees	1
NFDA	Improv for Funeral Directors	1
NFDA	Don’t Fear Transparency with Online Pricing	1
NFDA	Delivering Phenomenal Preneed Experiences	1
NFDA	Foundations for Trust in Funeral Service	1
NFDA	Let’s Talk: Serving Today’s Families	1
NFDA	When a Child Dies: Creating a Community of Care	1
NFDA	How Do You Drive a Tesla Without a Battery?	1
NFDA	Stand Out to Tech-Savvy Families	1
NFDA	The Dirt on Natural Organic Reduction	1
NFDA	50 Prep Room Tricks of the Trade	1
NFDA	Recording Native American Race on Death Certificates	1
NFDA	Mending the Generational Divide	1
NFDA	Walking a Peaceful Path Through Pet Loss	1
NFDA	Washington Insider: Current Federal Developments & What You Need to Know	1
NFDA	To View or Not to View: Restorative Techniques for an Open Casket	1
NFDA	Suicide Risk Within the Deathcare Profession	1
NFDA	Department of Defense Overseas Mortuary Operations	1
NFDA	The Importance of Proper Paperwork	1
NFDA	How to Invest Your Advertising Dollars Wisely	1
NFDA	Momentum: Accelerate Your Performance Without the Burnout	1
NFDA	Funeral Rule Compliance and Update on the FTC Rule Review	1
NFDA	Compassion Fatigue: How to Mitigate Funeral Care Burnout	1
NFDA	Transformative Times: Deathcare for the Gender Diverse Community	1
NFDA	Leveraging AI in the Service of Families	1
NFDA	Engage and Empower: Time & People Management	1
NFDA	Beyond the Funeral: How Savvy Funeral Professionals Connect with Their Communities	2
NFDA	Diversity, Equity and Inclusion in Loss and Grief	1
NFDA	Tried and True Embalming Techniques: Past and Present	1
NFDA	Connecting Homicide Victims’ Families with Resources	1
NFDA	Her Majesty Queen Elizabeth’s Funeral: A Behind the Scenes Look	1
NFDA	Hacking the Rockstar Attitude: How to Ignite Rockstar Performance During Uncertain Times	1
NFDA	The Defense Never Rests	1.5

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NFDA	Closing the Deal – Grow by Acquisitions	1
NFDA	Jeopardy of Jaundice	
NFDA	Embracing AI Technology: Practical Tools and Strategies for Funeral Directors	1
NFDA	2023 NFDA International Convention Exposition (EXPO)	1
NFDA	How to Conduct an Effective Job Interview	2
NFDA	Diversity Basics: Foundation	2
Selected Independent Funeral Homes	2023 Annual Meeting	9.5
WebCE	Helping Survivors After Suicide: The Funeral Director’s Role	2
The Independent Funeral Group	Bloodborne Pathogens	2
The Independent Funeral Group	Endorsed Partner Introductions	2
The Independent Funeral Group	The Work and Research of an Anthropologist	2
The Independent Funeral Group	Wake up and Win	2
The Independent Funeral Group	Air Force Mortuary Affairs Operations	2

OTHER BUSINESS

Requests To Lift Probation

The Board reviewed a request to lift probation for Christopher N. Conkle (FD004319). 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

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

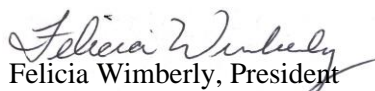
Type	Decision	License / App #	City	Expiration
Memorial Park East	Approved	FEST001990	Braselton	10/9/2023

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 12:47 p.m. The next meeting of the Georgia Board of Funeral Service will be held Tuesday, August 8, 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: August 8, 2023.


Felicia Wimberly, President


Brad Coman, Executive Director