

GEORGIA BOARD OF FUNERAL SERVICE
Board Meeting Minutes – October 10, 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
- Bradley Anderson
- Nancy Kennedy
- Shanna Jackson Sheats

Others Present:

- Brad Coman, Executive Director
- Melanie Foster, Licensing Supervisor *
- Kristin Mitchell, Board Support Specialist
- Clarissa Thomas, Licensing Analyst
- Tommy McNulty, Assistant Attorney General *
- Brian Pelon, 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 10:08 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

Bryant Hightower moved, Shanna Jackson Sheats seconded, and the Board voted to approve the October 10, 2023 agenda.

Minutes

Bryant Hightower moved, Joe Westbury seconded, and the Board voted to approve the September 19, 2023 Open Session minutes and Executive Session minutes.

Ratification List

Licenses Issued 9/15/2023 – 9/27/2023 (Total – 7): Joe Westbury 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	License #	Licensee
FEST002131	Revival Funeral Home LLC	FSA007070	Melody Ray Clifton
FSA007067	Emma Joe Berlett	FSA007071	James Bowden McMullen
FSA007068	Charles Germaine McDonald	FSA007072	Breanna Stallworth Gaskins
FSA007069	Tammy Jo Trout		

EXECUTIVE SESSION

Joe Westbury moved, Tommy Davis seconded, and the Board voted to enter Executive Session at 10:09 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 11:37 a.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:

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Appointments

Appearance # 3122265 – Paradise Mortuary and Cremation Service – Change of FDFCC from Nellie Ward to Tyrelle Broadwater – Approved.

Appearance # 3107076 – P.M. – Funeral Service Apprentice – No show. Reschedule for November 14th Board Meeting.

Appearance # 3122126 – Memorial Park East – Change of FDFCC from Mitchell Blinn to Deron Pregraves – Approved.

Appearance # 3104289 – M.F.H.A.C.S. – Change of FDFCC – No show. Reschedule for November 14th Board Meeting.

Applications

Application # 3112806 – Charlie Smith – Embalmer and Funeral Director – Approved.

Application # 3120653 – Kelly Chapius – Funeral Service Apprentice Change of Site and Change of Supervisor – Approved.

Complaints

FUN240001– Table – Schedule a Cognizant interview with FDFCC and owner.

FUN240016 – Table – Refer to Inspections to obtain a statement from FDFCC and additional information.

FUN240031 – Table – Refer to Inspections to obtain a statement from FDFCC.

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.

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
James W. Cummings F.D. Life Celebration Inc.	Funeral Mass Customization – Providing Families with Only and Exactly what They Want	3
Betty R. Hill – Funeral Service Presentation Series	Consideration for Public Safety and Crowd Risks in Funeral Service	1
ICCFA	2023 ICCFA Fall Management & Leadership Conference	5
Wilbert Burial Vault dba Piedmont Precast	Burial Vault 101	3

OTHER BUSINESS

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

Type	Licensee	License/Application #	Docket #	City
OAFM	Carl M. Williams Funeral Directors	FEST000198	2023-0909	Atlanta
Consent Order	Fox and Weeks Funeral Directors Island Chapel	3100032	2023-0884	Savannah
Consent Order	Duran Jones	EMB005301 / FD005700	2023-0885	Lithia Springs
Consent Order	Black and Son Funeral Home	3017235	2023-0895	Nashville

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Facility Change of Ownership:

The Board reviewed the following change of ownership:

Facility	License #	Seller	Purchaser	Notification Date
Durden-Hudson Funeral Directors, Inc.	FEST001675	Durden-Hudson Funeral Directors, Inc.	Chapman Funeral Services, Inc.	9/27/2023

Third Party Providers Update:

The Board reviewed and discussed correspondence regarding unlicensed, third-party providers.

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 11:50 a.m. The next meeting of the Georgia Board of Funeral Service will be held Tuesday, November 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: November 14, 2023.


Felicia Wimberly, President


Brad Coman, Executive Director