

GEORGIA BOARD OF FUNERAL SERVICE
Board Meeting Minutes – March 11, 2025 Professional
 Licensing Boards Division of the Secretary of State 237
 Coliseum Drive, Macon, Georgia 31217

Members Present:

- Bradley Anderson
- Shanna Jackson Sheats*
- Joe Westbury
- Felicia Wimberly
- Nancy Kennedy

Others Present:

- Brad Coman, Executive Director
- Melanie Foster, Licensing Supervisor *
- Kristin Mitchell, Board Support Specialist
- Robyn Henley, Licensing Analyst
- Craig Pake, Assistant Attorney General

* *via teleconference*

Members Absent:

- Tommy Davis, President
- Bryant Hightower

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

Joe Westbury, acting President, noted that a quorum was present, called the meeting to order at 10:011 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

Nancy Kennedy moved, Felicia Wimberly seconded, and the Board voted to approve the March 11, 2025, meeting agenda as amended.

Minutes

Bradley Anderson moved, Nancy Kennedy seconded, and the Board voted to approve the February 11, 2025, Open Session minutes and Executive Session minutes.

Ratification List

Licenses Issued 2/7/2025 – 3/6/2025 (Total – 42): Nancy Kennedy moved, Felicia Wimberly 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
FSA007236	Cynthia Millicent Criss	FSA007239	Russell Poss
FSA007237	Michaella Danielle Day	FSA007240	Ryan Austin White
EMB026641	Ebonee Shavoshia' Phillips	FSA007241	April Fain Chastain
FD009823	Johnny Noel Caldwell Jr	FSA007242	Ashley Shaye Davenport
FD009822	Ebonee Shavoshia' Phillips	FSA007243	Acashia Lavigoeur
EMB026642	Johnny Noel Caldwell Jr	EMB026645	Madison Mays Wood
FD009825	Desmond Quinby Martin	FD009826	Madison Mays Wood
EMB026643	Zachary Paul Williams	FSA007244	Antonio Patrick Johnson
FD009824	Zachary Paul Williams	FSA007245	Hanna Mary Williams
EMB026644	Desmond Quinby Martin	EMB026646	Miracle Randall
FSA007238	David Wayne Gills	FD009827	Miracle Randall
FEST002164	Pearson Treadwell Funeral Home Inc	EMB026647	Stephanie Mychal Land

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License #	Licensee	License #	Licensee
FD009828	Stephanie Mychal Land	EMB026650	Ruby A.L. Williams
EMB026648	Harry W Britt III	FSA007249	Jennifer LeAnn Brown
FD009829	Harry W Britt III	FSA007250	Seth Walker
FSA007246	Jasmine Champion	FSA007251	Wyatt Eliza Hiller Wilson
FSA007247	Carla Felicia Moses	FD009832	Charles Adam Clayton
EMB026649	Kimberly Sims Newsome	EMB026651	Charles Adam Clayton
FD009830	Kimberly Sims Newsome	FSA007252	Natacha Zelice Billups
FSA007248	Vachon Marcell Copeland	FSA007254	Karen Beatriz Mazariegos
FD009831	Ruby A.L. Williams	FSA007253	Joshua William Rampley

EXECUTIVE SESSION

Bradley Anderson moved, Felicia Wimberly seconded, and the Board voted to enter Executive Session at 10:12 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, Joe Westbury, acting 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 3:24 p.m. No votes were taken during Executive Session.

OPEN SESSION

Nancy Kennedy moved, Felicia Wimberly seconded, and the motion was carried by the Board to ratify the following recommendations made during the Executive Session:

Appointments

Appearance # 4164776 – J.R.B.M. – Change of FDFCC – No show. Reschedule for next meeting.

Appearance # 4224708 – C.F.H. – Change of FDFCC – No show. Reschedule for next meeting.

Appearance # 4219766 – F.F.H.A.C.S. – Change of FDFCC – Approve pending receipt of 2nd 90-day Grace Period Request.

Appearance # 4225835 – T.S.W.F.O. – Change of FDFCC – Approve pending receipt of 2nd 90-day Grace Period Request and a public Consent Order to include a fine of \$500 for unlicensed practice/lack of FDFCC.

Applications

Application #4156957 – G.G.B.A.C.S. – Reinstatement – Bradley Anderson recused. Deny as candidate for FDFCC cannot fulfill duties as FDFCC and be available and accessible to the community. Staff to notify Department of Vital Records and law enforcement.

Application # 4167175 – S.F.H. – Change of FDFCC – Approved pending receipt of two 90-day Grace Period requests.

Application # 4206729 / 4206799 – G.M. – Funeral Director/Embalmer by Endorsement – Deny – Applicant does not qualify for Reciprocity as state of original licensure has less stringent requirements than those in this

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state, and applicant does not have at least three years of experience as a Funeral Director/Embalmer immediately preceding the date of the application to qualify for Endorsement.

Application # 4171485 / 4171399 – R.M.E. – Funeral Director/Embalmer by Endorsement – Deny – Applicant does not qualify for Reciprocity as state of original licensure has less stringent requirements than those in this state, and applicant does not have at least three years of experience as a Embalmer immediately preceding the date of the application to qualify for Endorsement.

Application # 4179147 / 4179140 – Dewina Thompson – Funeral Director/Embalmer by Reciprocity – Approve.

Application # 4202415 – T.F.H. – Change of FDFCC – Approve with a public Consent Order for the facility to include a \$1,000 fine for falsifying death certificates.

Application # 4211785 – Julian Peeples Memorial Chapel – New Crematory with Julian Peeples as FDFCC – Approve.

Application # 4182912 – L.I.F.H. – Reinstatement – Deny reinstatement application for facility for falsifying application by failure to disclose arrest history. Refer to Attorney General’s office for a public Consent Order for falsifying renewal applications by failure to disclose arrest history to include a \$1,000 fine and requirement that licensee provide court documents showing the final disposition of the case within 10 days of adjudication. Staff to notify Department of Vital Records and law enforcement.

Application # 4123394 / 4220439 – William Bryd – Funeral Director/Embalmer by Endorsement – Approve.

Application # 4221594 – Gwinnett Crematory Inc – Change of FDFCC from Roger Queen to Timothy Stewart – Approve.

Application # 4219290 – M.F.H. – Change of FDFCC – Approve pending receipt of one 90-day Grace Period request.

Application # 4182474 / 4182535 – Danny Eason – Funeral Director/Embalmer by Endorsement – Approve.

Application # 4222912 – Campbell & Sons Funeral Home, Inc – Change of Location – Approve.

Complaints

FUN250122– Table – Refer to Inspections to obtain statement and additional information from Funeral Director and the FDFCC.

FUN250123 – Table – Refer to Inspections to obtain a statement and additional information from FDFCC.

FUN240122 – Table – Refer to Attorney General’s office for a public Consent Order for the facility to include a \$1,000 fine for falsifying death certificates.

FUN240078 – Close – No jurisdiction. Refer to Department of Vital Records.

FUN250124 – Table – Refer to Inspections to obtain a statement from FDFCC.

FUN250125 – Table to next meeting.

FUN250117 – Table – Refer to Inspections to obtain a statement and additional information from the FDFCC.

FUN250126 – Close – No jurisdiction. Staff to notify Department of Vital Records and law enforcement.

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Executive Session Other Business

F.F.F.C. – Table to next meeting.

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 – Nancy Kennedy moved, Bradley Anderson 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
Wilbert Funeral Services	Introduction to Firefighter Honors and Benefits	1
Wilbert Funeral Services	A Snapshot into Your Consumers' Attitudes and Behaviors that Define Your Business Model	1
Wilbert Funeral Services	The Case for Proactive Preneed Attract New Families, Grow Call Volume and Build Lasting Value	1
Wilbert Funeral Services	OSHA'S Formaldehyde Standard	1
Wilbert Funeral Services	Community Outreach- Building Connections to Your Business	1
B & L Cremation Systems Inc	Crematory Operator Training	8
AG Associates	Arranger Training for Funeral Professionals	2
AG Associates	Company Culture	2
AG Associates	Ethics The Good, The Bad, and the Ugly	2
AG Associates	Good Communication the Make-You or Break-You Skill	2
AG Associates	Bloodborne Pathogens	1
AG Associates	Leadership	2
AG Associates	The Gift of Life Understanding Organ Donation's Impact	2
Georgia Funeral Service Practitioners Association	Leading Forward - Serving with Excellence and Empathy	1
Georgia Funeral Service Practitioners Association	Think Before You Post - Social Media, Malpractice, and Privacy Concern for the Funeral Provider	1
Georgia Funeral Service Practitioners Association	Caring for Others Starts with You - A Holistic Approach to Health and Wellness for Funeral Service Practitioners	1
Georgia Funeral Service Practitioners Association	Restorative Art Tips and Tricks- Simplifying the Creation of Satisfying Results	2
Georgia Funeral Service Practitioners Association	Embalming Difficult Cases	1

OTHER BUSINESS

Docketed Orders – Nancy Kennedy moved, Felicia Wimberly seconded, and the Board voted to accept the docketed orders as presented:

Type	Licensee	License/Application #	Docket #	City
OAFM	Janaza Services of Georgia Inc	FEST001964	2025-0140	Norcross
OAFM	JL Litman Memorial Funeral Service	FEST001501	2025-0142	Albany
OAFM	Watkins Funeral Home	FEST0010652025	2025-0141	Atlanta
Consent Order	Tyrone Speaks	EMB005385 / FD005786	2025-0105	Atlanta

Facility Changes of Ownership:

The Board reviewed the following changes of ownership:

Facility	License #	Seller	Purchaser	Notification Date
Bonaventure Funeral Home	FEST001725	Fidelity Memorial Group	David L Campbell	2/10/2025
Sunset Funeral Home	FEST001046	Cheryl Parish	Quinton Douglas	11/19/2024
Mason Funeral Home	FEST001524	Henry Mason	Donald Swords	11/18/2024

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Request to Lift Probation:

The Board reviewed a request to lift probation for Murray Brothers Funeral Home – Cascade Chapel (FEST001324). Felicia Wimberly moved, Nancy Kennedy seconded, and the Board voted unanimously to approve the request as the licensee has complied with all requirements of probation.

Correspondence:

The Board reviewed and discussed correspondence regarding interpretation of requirements for embalming rooms and possible exemptions or exceptions. Bradley Anderson moved, Felicia Wimberly seconded, and the Board voted unanimously that while the Board cannot provide business or legal advice or interpret the laws or rules for the requester, the laws and rules apply to all facilities unless otherwise specified, that there are no facilities that are grandfathered in from these requirements and any facility in violation of the laws and rules is subject to disciplinary action, up to and including suspension or revocation.

Rules Review:

The Board reviewed and discussed Board rules that are potentially in need of updating. Nancy Kennedy moved, Felicia Wimberly seconded, and the Board voted unanimously to table discussion to the next Board meeting.

Legislative Discussion:

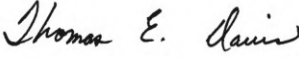
The Board reviewed and discussed any updates regarding legislative session and bills that would impact the Board or the profession, as well as legislative changes that the Board feels are needed.

Grace Period Request:

The Board reviewed a 90-day grace period request from Vincent R. Drummer Funeral Home (FEST002135). The facility noted that the building sustained storm damage and is requesting to operate out of a board approved temporary location while reconstructing the building. The Board voted unanimously to approve the request, advising the facility that they must comply with all other laws and rules and provide the Board with an update on the status of the construction before the end of the 90-day grace period.

There being no further business, Joe Westbury, acting President, declared the meeting adjourned at 3:45 p.m. The next meeting of the Georgia Board of Funeral Service will be held Tuesday, April 8, 2025, 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: April 8, 2025.


Thomas Davis, President


Brad Coman, Executive Director

STATE OF GEORGIA

COUNTY OF BIBB

AFFIDAVIT SUPPORTING CLOSING OF PUBLIC MEETING

The Georgia Open Meetings Act, O.C.G.A 50-14-1 et seq., requires that all meetings of an entity covered by the statute must be open to the public unless there is some specific statutory exception which permits the closing of the meeting. If such a meeting is to be closed, the law requires that the presiding person execute a sworn affidavit stating that the subject matter of the meeting or the closed portion thereof was devoted to matters within the statutory exceptions and identifying those specified exemptions relied upon. O.C.G. A. 50-14-4(b). A copy of this affidavit must be filed with the minutes of the meetings in question.

Comes Thomas Davis, the Chairman identified below and, before an official duly authorized to administer oaths, makes this affidavit in satisfaction of the statutory requirements outlined above.

1. I am the presiding officer of the Georgia State Board of Funeral Service
2. I am over the age of 18 and in other aspects competent to make this sworn statement. I acknowledge that I am giving this statement under oath and subject to penalty of perjury and that I have read the contents of this affidavit prior to signing it.
3. On March 11, 2025, this entity, which is subject to the Open Meetings Act, met. A majority of the quorum of members present voted to close the meeting or a portion hereof of the following indicated reason(s). I hereby certify that during the closed portion of the meeting, only those subjects indicated below were discussed. I also certify that I have reviewed the exceptions provided under the Open Meetings Act that may permit the closing of a meeting and that, to the best of my knowledge, the reasons I have described in detail below meet the requirements for closing this public meeting.
4. The legal authority for closure of this meeting was: O.C.G.A. 43-1-2(k).
5. The subjects discussed and the underlying facts supporting the closing of this meeting are as follows:

Applications and other personal information submitted by the applicants, information, Favorable or unfavorable, submitted by a reference source concerning an applicant; and Deliberations of the Board with respect to an application, an examination, a complaint, an Investigation, or a disciplinary proceeding.

FURTHER THE AFFIANT SAYETH NOT.

Thomas E. Davis

PRESIDING OFFICER

Sworn to and subscribed before me this 11th
Day of March, 2025.

Renae L. Gray
Notary Public

My Commission Expires:

