

GEORGIA BOARD OF FUNERAL SERVICE
Board Meeting Minutes – June 10, 2025
Professional Licensing Boards Division of the Secretary of State
237 Coliseum Drive, Macon, Georgia 31217

Members Present:

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

Members Absent:

- Tommy Davis
- Bryant Hightower

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*

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

Joe Westbury, President, noted that a quorum was present, called the meeting to order at 10:06 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

Bradley Anderson moved, Felicia Wimberly seconded, and the Board voted to approve the June 10, 2025, meeting agenda.

Minutes

Shanna Jackson Sheats moved, Felicia Wimberly seconded, and the Board voted to approve the May 13, 2025, Open Session minutes and Executive Session minutes.

Ratification List

Licenses Issued 5/9/2025 – 6/4/2025 (Total – 24): Bradley Anderson moved, Shanna Jackson Sheats 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
EMB026669	Ava L. Honeysucker	EMB026671	Laura Irene Stratton
FD009849	Ava L. Honeysucker	FD009851	Laura Irene Stratton
FSA007288	Taishea Shantea' Green	FSA007295	Amy Darrah Burr
FSA007289	Brooke E Johnston	FSA007296	Jeremiah Senard Clark
FSA007290	Rachel C. Brinson	FSA007297	Brodie Lawson Lamb
FD009850	Byung min Lee Jones	FSA007298	Donald Eugene Cooper
FEST002170	Speaks Funeral Home and Cremations	FSA007299	Yanelky Caridad Lara
EMB026670	Rayla Gay	FSA007300	John Edward Welch
FSA007291	Samuel Preston Sheffield	FSA007301	Yatasha Lamatria Acree
FSA007292	Jada Lynn Pearson	FSA007302	Rico Dell Allen
FSA007293	Van R. Johnson	FSA007303	Zion Ja'Quavious Barber
FSA007294	Semaj Dontrell Smith	FSA007304	Katie Marie Davis

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EXECUTIVE SESSION

Felicia Wimberly moved, Nancy Kennedy 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, Joe Westbury, 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 2:17 p.m. No votes were taken during Executive Session.

OPEN SESSION

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

Appointments

Appearance # 4232491 – M.W.J.F.H. – Change of FDFCC – Approve with a public Consent Order to include a fine of \$8,500 and two years' probation for unlicensed practice/operating without an FDFCC.

Appearance # 4227787 – M.P.S.C. – New Crematory – Approve with a Letter of Concern to the FDFCC candidate for failure to disclose arrest history.

Appearance # 4230791 – B.R.F.H. – Change of FDFCC – Approve with second Grace Period Request and a public Consent Order to include a fine of \$2,000 for unlicensed practice/operating without an FDFCC. Letter of Concern to the FDFCC for failure to disclose arrest history.

Appearance # 4246723 – C.J.E.F.H. – Change of FDFCC – No show. Reschedule for next meeting.

Appearance # 4247427 – Lakes-Dunson-Robertson Funeral Home – Change of FDFCC from Linette Ward to Willinda Adams – Approve.

Appearance # 4247216 – Whitley-Garner at Rosehaven Memorial Park Funerals & Cremations – Change of FDFCC from Robert Graham to Jordan Scott – Approve.

Applications

Application # 4185027 – H.S.F.H. – Change of FDFCC – Approve with a public Consent Order to include a \$1,500 fine and 4 years' probation for violations included in FUN250094, FUN250065, and FUN250140, which have already been referred to the Attorney General's Office.

Application # 4228330 – G.F.H. – Change of FDFCC – Approve with a second Grace Period Request.

Application # 4233061 – Divine Preservation LLC – New Funeral Establishment with Georginna Lockett as FDFCC – Approve.

Application # 4247884 – Tom Stutts & Son Funeral Home – Change of FDFCC from Dennis House to Kathryn Stutts – Approve.

Application # 4237472 – P.M. – Embalmer by Endorsement – Deny – Applicant does not qualify for Reciprocity as the state of original licensure has less stringent requirements than those in this state, and applicant does not have at least 3 years of experience as a Funeral Director/Embalmer immediately preceding the date of the application to qualify for Endorsement.

Application # 4217975 / 4217968 – Kyle Coffin – Funeral Director/Embalmer by Endorsement – Approve.

Application # 4253858 / 4254238 – Nicholas Page – Funeral Director/Embalmer by Endorsement – Approve.

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Application # 4232478 – P.F.H. – New Establishment – Approve with a Letter of Concern to the facility regarding allegations of operating without a license and failing to submit to a closing inspection.

Complaints

FUN250155 – Table – Refer to Inspections to obtain a statement from the FDFCC.

FUN250124 – Close – No violation.

FUN250158 – Table – Refer to Inspections to obtain a statement from the FDFCC.

FUN250157 – Close – Lack of information.

FUN250013 – Close – Refer to Secretary of State.

FUN250137 – Close – No violation.

FUN250140 – Table – Refer to Attorney General’s Office to include a fine of \$500 and two years’ probation for failing to file the death certificate in a timely manner.

FUN250069 – Close – Matter resolved.

FUN250104 – Update provided.

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.

FUN240102 – Uphold decision to revoke facility license for gross or willful malpractice or gross neglect in the practice of embalming, funeral directing, or cremating pursuant to O.C.G.A. § 43-18-46(8) and knowingly making any misleading, deceptive, untrue, or fraudulent representation in the practice of funeral directing pursuant to O.C.G.A. § 43-18-46(23). Board requested expedited hearing.

FUN240100 – Summary suspension of Embalmer license.

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
The Independent Funeral Group	OSHA Bloodborne Pathogens Training Series #2	1
The Independent Funeral Group	Establish Your Funeral Home as the Resource Your Community Needs	1
The Independent Funeral Group	The End of Direct Cremation- Why it matters	1
The Independent Funeral Group	The Fundamentals and Ethics Surrounding the Crematory	1
The Independent Funeral Group	The Importance of Attending a Funeral Service	1
The Independent Funeral Group	Mastering Tone and Customer Service in Funeral Care	1
The Independent Funeral Group	Decoding the Death Certificate- Reading Between the Lines of Life’s Final Paperwork	1
The Independent Funeral Group	Crematory Safety Series #3- Safely Managing Obese Cremations	1
The Independent Funeral Group	Ethical Practices in Funeral Service	1
The Independent Funeral Group	Regaining Your Community’s Trust When It Comes to Cremation	1
NFDA	National Emerging Leaders Program (NELP)	30
Continuing Vision	You and Your Staff Communication Etiquette and Debriefing	1
Continuing Vision	Suicide and its Aftermath	1

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Provider	Course	Points
Wilbert Funeral Services	Why Families Fight Learning How to Resolve Conflicts from a Mediator	1
ICCFA	ICCFA University 2025 College of Cremation Services	23

OTHER BUSINESS

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

Type	Licensee	License/Application #	Docket #	City
Final Decision	David Batts	FD004604	2025-0479	Avera
Final Decision	John House	FD003028	2025-0521	Cave Spring

Facility Changes of Ownership:

The Board reviewed the following changes of ownership:

Facility	License #	Seller	Purchaser	Notification Date
Tom Stutts & Son Funeral Home	FEST000224	Thomas Stutts	Kathryn Stutts	6/3/2025

Grace Period Update:

At their March 11, 2025 meeting the Board approved a 90-day grace period request from Vincent R. Drummer Funeral Home (FEST002135) for the facility to use a board approved temporary location while reconstructing the previous location after the building sustained storm damage. The Board reviewed an update that construction is complete, and the facility is fully operational as of My 22, 2025, having passed inspection.

Funeral Director Duties and Responsibilities Discussion:

The Board discussed questions received from licensees regarding Funeral Director duties and responsibilities and discussed potential rule changes or policy statements that could provide clarification to licensees and the general public. Felicia Wimberly moved, Bradley Anderson seconded, and the Board voted unanimously to table discussion to the next Board meeting

ICFSEB Regulations in Licensing:

The Board reviewed and discussed the International Conference of Funeral Service Examining Boards' 2025 edition of their Regulations in Licensing document that highlights licensure requirements, fees, continuing education requirements, and preneed regulations from state to state.

Rules Review – Natural Organic Reduction:

The Board reviewed and discussed proposed rules for Organic Human Reduction facilities presented by the Rules Committee. Felicia Wimberly moved, Shanna Jackson Sheats seconded, and the Board voted unanimously to refer the proposed rules to the Attorney General's Office for a memorandum of statutory authority.

Rules Review – Board Rule 250-5-.12:

The Board reviewed and discussed potential updates to Board Rule 250-5-.12. Felicia Wimberly moved, Bradley Anderson seconded, and the Board voted unanimously to table discussion to the next Board meeting.

Executive Director's Report:

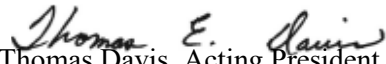
The Board reviewed the Executive Director's report, which provided the Board with statistical data relevant to the processing of applications and complaints/compliance matters.

There being no further business, Joe Westbury, President, declared the meeting adjourned at 2:54 p.m.

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The next meeting of the Georgia Board of Funeral Service will be held Tuesday, July 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: July 8, 2025.


Thomas Davis, Acting 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 June 10, 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.



PRESIDING OFFICER

Sworn to and subscribed before me this 10th
Day of June, 2025.

Notary Public

My Commission Expires



RENEA L. GRAY
Notary Public, Georgia
Houston County
My Commission Expires
June 01, 2027