

GEORGIA BOARD OF FUNERAL SERVICE
Board Meeting Minutes – April 14, 2026
Professional Licensing Boards Division of the Secretary of State
3920 Arkwright Rd., Suite 195, Macon, Georgia 31210

Members Present:

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

Others Present:

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

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 10:02 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, Tommy Davis seconded, and the Board voted to approve the April 14, 2026, meeting agenda as amended.

Minutes

Bryant Hightower moved, Tommy Davis seconded, and the Board voted to approve the March 17, 2026, Open Session and Executive Session meeting minutes.

Ratification List

Licenses Issued 3/12/2026 – 4/8/2026 (Total – 28): Bryant Hightower 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
FSA007433	Michael L smith	FSA007435	Sheena smith
FSA007432	Daryll Vincent Scott	FSA007436	Deidra Lashawn Speaks
FSA007434	Jennifer Nicole Timmon	FSA007437	Ly’Geria Latia Mathis
FEST002189	Swain Funeral Home Hazlehurst Chapel	FSA007438	LaDamiun DaSard Raines
EMB026739	Monica Price Crist	EMB026743	Shante Denise Farley
FD009918	Monica Price Crist	FD009922	Shante Denise Farley
EMB026740	Matthew David Burdette	FSA007439	Travis L Greene Jr.
FD009919	Matthew David Burdette	FD009923	Mckenzie Grace Booker
EMB026741	Dementria James Robinson	FSA007440	Bradley Noel Smith
FD009920	Dementria James Robinson	EMB026744	Mckenzie Grace Booker
CREM000209	R&R Cremation Services LLC	FSA007441	Trece L Wilson
EMB026742	Cody Mashburn Burns	FSA007442	Jenelle Louise James
FD009921	Cody Mashburn Burns	FSA007443	Cheyenne Elaura Cucurullo
FEST002190	Elliott Parham Mortuary	FEST002191	Brannen Family Funeral Services, Inc

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EXECUTIVE SESSION

Tommy Davis moved, Bryant Hightower seconded, and the Board voted to enter Executive Session at 10:03 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 4:13 p.m. No votes were taken during Executive Session.

OPEN SESSION

Bryant Hightower moved, Tommy Davis seconded, and the motion was carried by the Board to ratify the following recommendations made during the Executive Session:

Appointments

Appearance # 4618468 – Baxley Funeral Home – Change of FDFCC from Charles Davis to Monica Hall – Approve with second 90-day grace period request.

Appearance # 4652860 – H.M.A.T.C. – Change of FDFCC – Approve with two 90-day grace period requests and a public Consent Order to include a \$1,000 fine for operating without an FDFCC.

Appearance # 4703102 – Martin/McLane Funeral Home – Change of FDFCC from Michael Bledsoe to Timothy Sellars – Approve with two 90-day grace period requests.

Appearance # 465822 – Kennedy Funeral Homes – Change of FDFCC from Sandra Kennedy to Faith Vedder – Approve.

Appearance # 4661697 – Cremation Care of Georgia Inc – Change of FDFCC from Ronnie Ingram to Lisa Norwood – Approve with second 90-day grace period request.

Appearance # 4646250 – In Their Honor Funeral and Cremation Providers – Change of FDFCC from Misty Hamilton to Dennis Reeves – Approve.

Appearance # 4670441 – Joiner-Anderson Funeral Home Screven Chapel – Change of FDFCC from Mark Anderson to Luke Sheridan – Approve.

Appearance # 4651679 – B.F.H. – Change of FDFCC – Approve with second 90-day grace period request, and a public Consent Order to include a \$2,500 fine for operating without an FDFCC.

Appearance # 4585439 – Dalton Funeral Home – Change of FDFCC from Daniel Parrish to Eli Fields – Approve.

Appearance # 4586802 / 4612130 – G.H.F.C. / P.C.S. – Change of FDFCC – Approve with one 90-day grace period request.

Appearance # 4583415 – B.M. – Denial Appeal – Table to next board meeting.

Appearance # 4678897 – S.R.F.H.C.C. – New Funeral Establishment – Approve pending receipt of passing preliminary inspection.

Appearance # 4676192 – Roy Davis Funeral Home – Change of FDFCC from Johanna Locke to Stacy Thurman – Approve.

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Appearance # 4423760 – R.M.E. – Funeral Director / Embalmer by Endorsement – No show. Reschedule to next meeting.

Applications

Application # 4546948 / 4548561 – Jennifer Schlueter – Funeral Director / Embalmer by Endorsement – Approve.

Application # 4654075 – S.C. – Change of FDFCC – Deny – Candidate is already FDFCC for a funeral establishment at another address.

Application # 4667673 – M.S.F.D. – Change of FDFCC – Approve pending receipt of letter of separation from previous FDFCC.

Application # 4651599 – P.F.H.F.C. – Change of FDFCC – Approve pending receipt of proof of termination for previous FDFCC.

Application # 4620277 – J.A.F.H.S.C. – Change of Name – Approve with a Letter of Concern regarding operating or advertising under a name prior to the approval of a change of name, pursuant to Board Rule 250-6-.01(3).

Complaints

FUN260104 – Close – No violation.

FUN260122 – Close with a Letter of Concern regarding best practices.

FUN260123 – Close – No violation.

FUN260030 – Close – Addressed through reinstatement application.

FUN260126 – Table – Refer to Inspections for closing inspection.

FUN260145 – Close – No violation.

FUN260133 – Table – Refer to Inspections to obtain a statement.

Executive Session Other Business

Unpaid Fine – J.R.B.M. – Table to next meeting.

Inspection Report – C.A.C.F.H. – Refer to Inspections to verify that signage has been removed.

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.

FUN260055 – Close – Fine paid.

4580110 / FUN240122 – T.F.H. – Amend prior motion for public Consent Order to include \$1,000 fine and two years' probation for falsifying two death certificates.

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Continuing Education – Felicia Wimberly 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
WebCE	Bloodborne Pathogens	3
WebCE	Final Expense Insurance	3
WebCE	Pre-Need Planning	4
WebCE	Conflict Resolution for Funeral Directors	3
WebCE	Cremation Prearrangement Conference Best Practices	2
WebCE	Death Care Trends That Are Changing Tradition	2
WebCE	Funeral Personalization and Family Engagement	3
WebCE	Helping Survivors After Suicide the Funeral Director's Role	2
WebCE	Intercultural Burials	5
WebCE	Modern Funeral Home Management	3
WebCE	Navigating the Drug Overdose Crisis the Funeral Professional's Guide	2
WebCE	OSHA Emergency Action Plans for Funeral Homes	2
WebCE	OSHA Practice Standards for Funeral Professionals	4
WebCE	Public Speaking for Funeral Directors	5
WebCE	Top 5 Things They Didn't Teach in Mortuary School	2
WebCE	Ethical Business Practices for Funeral Directors	2
WebCE	Managing Grief A Guide for the Funeral Professional	5
WebCE	Cremation Best Practices	4
WebCE	Understanding Social Security Case Studies for Funeral Directors	4
WebCE	Ethically Serving Seniors	3
WebCE	What Every Funeral Professional Should Know About Alkaline Hydrolysis	2
NFDA	Sowing Trust Harvesting the Benefits of Authentic Consumer Engagement	1
NFDA	The Story Lab Hands on Tools for Personalizing Services	1
NFDA	Survival Skills Not Superpowers Real Life Tools Women Use to Thrive in Funeral Service	1
NFDA	Self-Talk use Your Inner Voice to Soar Not Sabotage	1
NFDA	Communicate with Clarity, Confidence and Impact –	1
NFDA	Embalming Isn't Dead Why Our Skills Still Matter in the Rapidly Evolving Death Care Landscape	1
NFDA	Trust in Motion How Purpose Fuels Agility Creativity and Innovation	1
NFDA	The Value of Viewing Marketta's Legacy	1
NFDA	Held in Love Honoring Pregnancy and Infant Loss	1
NFDA	When Words Matter Using Consumer Insights to Strengthen Arrangements	1
NFDA	Leadership Sucks but You Don't Have To	1
NFDA	How Are You No Really	1
The Independent Funeral Group	Employer Rights Under OSHA	1
The Independent Funeral Group	The Power of Pre-Need	1
The Independent Funeral Group	Inspections, Citations, and Appeals	1
The Independent Funeral Group	OSHA Bloodborne Pathogens Training Series #1	1
NFDMA	Risk Management- Core HR Compliance	2
NFDMA	Married to the Mortuary	1
Continuing Vision	Expert Witness	1
Continuing Vision	Caring for the Non-Preserved Deceased	1
Continuing Vision	Technology for Funeral Professionals	1
Continuing Vision	Disenfranchised Grief The Grief Process We Aren't Talking About Enough	1

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Continuing Vision	Vomplex Case Embalming Techniques for Mordern Practitioner	1
Charles Gregory Cannon	Arranger Training	2
Charles Gregory Cannon	Bloodborne Pathogens	1
Charles Gregory Cannon	Company Culture	2
Charles Gregory Cannon	Culture is Your Product	1
Charles Gregory Cannon	Donor Body	2
Charles Gregory Cannon	Ethics and Empathy in Funeral Service	1
Charles Gregory Cannon	Good Communication	2
Charles Gregory Cannon	From Resistance to Resilience	1
Charles Gregory Cannon	Leadership	2
Charles Gregory Cannon	Lost Telephone Opportunity	2
GFSPA	Rest for the Caregiver - Sustaining Those Who Serve in Seasons of Grief	1
GFSPA	A Century and Beyond - Honoring Traditions, Embracing the Future	1
GFSPA	State of Georgia License and Regulation Updates	2
GFSPA	Leading with Purpose - Developing, Coaching, and Retaining High Performing Funeral Service Teams	1
GFSPA	How To Profit from a Cremation	1
GFSPA	Ethics and Legal Considerations for Funeral Service	1
GFSPA	Exhibit Hall	2
CE Associate	Ethics in Preneed sales	3
CE Associate	FTC Compliance	2
CE Associate	Pre Planning with Purpose	2
CE Associate	Art of Listening Building Trust in Funeral Planning	2
ICCFA	ICCFA On- Demand Crematory Operator Certification Program	7
SCFDA	SCFDA-After the Loss-The Funeral Director's Role in Suicide Postvention	1
SCFDA	SCFDA-General Business Session	1
SCFDA	SCFDA-Subtle Pattern Injuries-What They Can Tell funeral Directors and Embalmers	1
SCFDA	SCFDA-When Families Don't Have a Plan-Probate Basics and Authorization Issues for Funeral Homes	1
SCFDA	SCFDA-Ethics and Empathy-Serving Families with Integrity and Heart	1
Wilbert Funeral Services	Good People Unethical Choices	1
Wilbert Funeral Services	BUILDING STRONG ONLINE COMMUNITY BE PART OF THEIR LIVES NOT JUST PART OF THEIR LOSS	1
Wilbert Funeral Services	Respect in Every Detail Hair and Cosmetic Traditions in Communities of Color	1
AG Associates	Ethics in Funeral Service - The Good, The Bad, The Ugly	2
International Order of The Golden Rule	Embracing the Digital Frontier	1
International Order of The Golden Rule	The Owners Journey Succession Strategies Across the Lifecycle of a Funeral Home	1
International Order of The Golden Rule	Myths and Misconceptions About Funeral Service Education	1
International Order of The Golden Rule	Hospitality Skills for Funeral Service Professionals	1
International Order of The Golden Rule	Ideas Exchange	1
Practicum Strategies, LLC	Funeral Values	6
Practicum Strategies, LLC	Pre-Planning for Funeral Home Business Interruptions	10
Practicum Strategies, LLC	Business Morals and Ethics	4
Practicum Strategies, LLC	Motivation and Coaching	4
Practicum Strategies, LLC	The Vanguard of Competition	6
Practicum Strategies, LLC	Hazardous Chemicals and Toxic Substances	4
Practicum Strategies, LLC	Complying with the Funeral Rule	10
Practicum Strategies, LLC	Sacred, Sensitive, and Sane	4
Practicum Strategies, LLC	Cremation - The Process	4

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Practicum Strategies, LLC	The Funeral Profession and Consumer Behavior	4
Practicum Strategies, LLC	Coping with Stress as a Funeral Director	4
Practicum Strategies, LLC	A Review of Basic Embalming Procedures	4
Practicum Strategies, LLC	Moral Dilemmas Facing the Funeral Professional	4
Practicum Strategies, LLC	Dealing with Communicable Diseases and AIDS	4
Practicum Strategies, LLC	OSHA A Practical Guide for Funeral Service	4
Practicum Strategies, LLC	Cremation - The Concept, The Client, The Caring	4
Practicum Strategies, LLC	Understanding and Completing the Certificate of Death	10
Practicum Strategies, LLC	Ethics for Funeral Directors	4
Practicum Strategies, LLC	OSHA for Small Business	10
Practicum Strategies, LLC	Employee Recruitment and Retention in Funeral Service	4
Practicum Strategies, LLC	Embalming Chemistry	2
Practicum Strategies, LLC	Cremation - Yesterday, Today, and Tomorrow	4

OTHER BUSINESS

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

Type	Licensee	License/Application #	Docket #	City
OAFM	Sylvain Funeral Home	FEST002109	2026-0334	McDonough
OAFM	F L Sims Funeral Home LLC	FEST001884	2026-0359	Smyrna
OAFM	Fluker Funeral Home	FEST001405	2026-0358	Homerville
OAFM	Watkins Funeral Home	FEST001065	2026-0335	Atlanta
Consent Order	Fluker Funeral Home	FEST000134	2026-0322	Waycross
Consent Order	Marty Byars	FD004573	2026-0330	Cumming
Consent Order	Adrick Ingram	FD004535	2026-0331	Sparta
Consent Order	Georgia Funeral Care & Cremation Services	FEST001856	2026-0388	Acworth
Consent Order	Thomas L Scroggs Funeral Directors	FEST001626	2026-0357	Morrow

Request to Lift Probation:

The Board reviewed a request to lift probation for George Rinehart III (FD004097). Bryant Hightower moved, Tommy Davis seconded, and the Board voted unanimously to approve the request as the licensee has complied with all requirements of probation.

The Board reviewed a request to lift probation for Rinehart And Sons Funeral Home Inc (FEST001215). Bryant Hightower moved, Tommy Davis seconded, and the Board voted unanimously to approve the request as the licensee has complied with all requirements of probation.

The Board reviewed a request to lift probation for Fox & Weeks Funeral Directors, Islands Chapel (FEST001481). Bryant Hightower moved, Tommy Davis 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 a request from an association for mortuary removal techs to be recognized as a related state association to be listed on the Board’s website. Bryant Hightower moved, Tommy Davis seconded, and the Board voted unanimously that it would not be appropriate to add the association to the Board’s website as the Board does not license removal techs and the other associations listed are made up of licensed Funeral Directors and Embalmers that the Board has jurisdiction over.

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Correspondence:

The Board reviewed and discussed correspondence regarding reducing licensing requirements. The Board noted that the licensing requirements are required by law, which the Board cannot change or waive, but the request will be considered when the Board looks a future potential changes to the rules.

Board Election:

Bryant Hightower moved, Tommy Davis seconded, and the Board voted unanimously to elect Shanna Jackson Sheats as President of the Board and Bryant Hightower as Vice President of the Board.

Renewal Discussion:

The Board reviewed and discussed the current status of renewals, the late period for which will end after April 30th, as well as changes to the renewal process for the next renewal cycle to allow CE Providers to renew eligible courses during the provider renewal. The Board will continue discussion at the next Board meeting after reviewing an update on renewals.

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 4:36 p.m. The next meeting of the Georgia Board of Funeral Service will be held Tuesday, May 12, 2026, at 10:00 a.m. at the new Board office at 3920 Arkwright Rd. Suite 195, Macon, Georgia.

Minutes recorded by: Kristin Mitchell, Board Support Specialist
Minutes reviewed and edited by: Brad Coman, Executive Director
Minutes approved on: May 12, 2026.


Shanna Jackson Sheats, 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 April 14, 2026, 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 14th
Day of April, 2026


Notary Public

My Commission Expires:



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