

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

Members Present:

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

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.

Shanna Jackson Sheats, President, noted that a quorum was present, called the meeting to order at 10:03 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 14, 2026, meeting agenda as amended.

Minutes

Joe Westbusry moved, Tommy Davis seconded, and the Board voted to approve the June 9, 2026, Open Session and Executive Session meeting minutes.

Ratification List

Licenses Issued 6/4/2026 – 7/8/2026 (Total – 21): 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
FSA007471	Damonica Roshunda Lee	FSA007478	Charae Champagne Kiplin
EMB026755	Jody Aaron Bryant	FSA007479	Brycen Paul Gunby
FD009933	Jody Aaron Bryant	FSA007480	Madison Ansley Henderson
FSA007472	Brittany Larlee	FSA007481	Heather Kay James
FSA007473	Tamelva Renee Brown	FSA007482	Quataunda S Armstrong
CREM000210	Bostons Cremation Services of Atlanta	FD009934	Chynna Smith
CREM000211	Consider Cremation, Inc.	EMB026756	Chynna Smith
FSA007474	Samantha Hudson Hill	FSA007483	Robert Winston
FSA007475	Caroline Conley Greene	FSA007484	Ireland Rachael Kohler
FSA007476	Athina-Marie Payamps	FSA007485	Michael Patterson Allen
FSA007477	Shirley Elizabeth Johnson		

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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, Shanna Jackson Sheats, 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 4:32 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 # FUN250161 – Amend previous referral to the Attorney General's Office to reflect a public Consent Order for the Funeral Director to include a \$5,000 fine, and a public Consent Order for the facility to include a \$50,000 fine and 2 years' probation for knowingly making misleading, deceptive, untrue, or fraudulent representation in the practice of funeral directing or embalming or in any document connected therewith.

Appearance # FUN260061 – Table for passing inspection.

Appearance # 4763997 – L.M.C. – Change of FDFCC – Approve with a public Consent Order for the facility to include \$1,000 fine for fraud and failing to notify the Board of the death of the FDFCC within five days.

Appearance # 4771114 – Poole Funeral Home & Cremation Services – Change of FDFCC – Approve with the use of one 90-day grace period.

Appearance # 4737343 – S.C.C.S. – Change of FDFCC – Approve with the use of two 90-day grace periods and a Letter of Concern for operating without an FDFCC.

Appearance # 4747307 – E.S.F.H. – Change of FDFCC – Approve pending receipt of letter of authorization from ownership.

Appearance # 4750435 – Terry Family Funeral Home – Reinstatement with Change of FDFCC from John Terry to Michael Fowler– Approve with the use of one 90-day grace period.

Appearance # 4784964 – W.G.A.R.M.P.F.A.C. – Change of FDFCC – Approve pending receipt of letter of separation from former FDFCC.

Appearance # 4789051 / 4803342 – B.M.P.F.H. / G.I.C.C. – Change of FDFCC – Approve pending receipt of letter of separation from former FDFCC.

Appearance # 4757965 – P.F.H. – Reinstatement with Change of FDFCC – Approve with a public Consent Order for facility to include a fine of \$500 and two years' probation for period of unlicensed practice.

Applications

Application # 4760424 – D.F.O. – Change of Name – Approve with a public Consent Agreement for the facility to include a \$1,500 fine for advertising under a different name than the one on the license in violation of Board Rule 250-6-.01(3). Also, a public Consent Order for the FDFCC to include a \$500 fine for advertising under a different name than the one on the license in violation of Board Rule 250-6-.01(3).

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Application # 4579450 – Glenn Bergeron II – Embalmer by Endorsement – Approve with approval of petition for rule waiver.

Application # 4767761 – L.F.H. – Reinstatement with Change of FDFCC – Approve with a public Consent Order to include a \$1,000 for period of operating without an FDFCC.

Application # 4784476 – Trice Funeral Home Inc – Change of FDFCC from Rose McGhee to Sharol Bowens – Approved.

Application # 4774652 – Mason Funeral Home & Cremation Services – New Establishment with Ben Mason as FDFCC – Approved.

Application # 4792499 – Leach Funeral Home and Cremations, LLC – New Establishment with Keyunte Leach as FDFCC – Approved.

Application # 4795938 / 4803128 – M.G. – Funeral Director / Embalmer by Endorsement – Schedule for an applicant interview pending receipt of verification of employment.

Application # 4661794 – Yearby-Lester Mortuary LLC – Change of Location – Approved.

Application # 4784215 – A.S. Turner and Sons Terramation Center – New Organic Human Reduction Facility with Robert Hume as FDFCC – Approved.

Complaints:

FUN260190 – Close – No violation.

FUN260184 – Close with a Letter of Concern to the FDFCC regarding accepting incomplete advanced directives.

FUN260163 – Letter of Concern to facility #1 regarding failing to follow the advanced directive in allowing a body to be released from their possession. Refer to the Attorney General's Office for a public Consent Order for facility #2 to include a \$500 fine for failing to follow an advanced directive.

FUN260183 – Close – Lack of information.

FUN26019 – Schedule a cognizant interview.

FUN260133 – Close with a Letter of Concern for lack of chain of custody and failing to file the death certificate and cremate the body in a timely manner.

FUN260198 – Close – No violation.

FUN260202 – Close with Letter of Concern to FDFCC regarding lack of supervision of apprentice and failure to file the death certificate in a timely manner.

FUN260187 – Close – No violation.

FUN270001 – Close – To be addressed through application.

FUN260180 – Close – No violation.

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Executive Session Other Business

H.F.H.– Table to next meeting.

Y.L.M. – Close.

S.F.H. – Refer to Inspections to perform routine inspection and obtain a statement.

M.F.H. – Refer to Inspections for a closing inspection.

T.F.F.H.T. – Refer to Inspections for a closing inspection.

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.

4271638 L.F.C. – Deny for falsifying application by failing to disclose arrest history as applicant is unwilling to sign proposed public Consent Order.

FUN260050 – Schedule for cognizant interview at the next meeting.

Continuing Education – Joe Westbury moved, Bryant Hightower 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
ICCFA	ICCFAU 2026 Todd Van Beck College of Funeral Home Management	24 CE
ICCFA	ICCFAU 2026 School for Graduate Studies	24 CE
ICCFA	ICCFAU 2026 J. Asher Neel College of Sales and Marketing	24 CE
ICCFA	College of 21st Century Services	24 CE
ICCFA	College of Hospitality and Customer Experience	24 CE
ICCFA	ICCFAU 2026 College of Cremation Services	24 CE
ICCFA	ICCFAU 2026 College of Technology	24 CE
ICCFA	ICCFAU 2026 College Leadership, Management, and Administration	24 CE
ICCFA	ICCFAU 2026 College of Land Management and Grounds Operations	24 CE
ICCFA	PLPA Pet Loss and Integration Short Course 2026	18 CE
WebCE	OSHA Practice Standards for Funeral Professionals	4 CE
Kates-Boylston	Getting ROI Out of Aftercare	1 CE
Kates-Boylston	Modern Marketing Strategies for Funeral Homes	1 CE
Kates-Boylston	The Future of End-of-Life Planning	1 CE
The Independent Funeral Group	Strategic Debt - Turning Leverage into Growth	1 CE
The Independent Funeral Group	Without a Witness, Everything Just Disappears	1 CE
The Independent Funeral Group	Funeral Traditions, Cultural Differences and the Royal Funeral Through Scotland	1 CE
The Independent Funeral Group	My Journey in Funeral Service and Navigating Sudden Traumatic Death	1 CE
The Independent Funeral Group	How to Enhance the Customer Experience and the Value it Brings to Your Organization	1 CE
The Independent Funeral Group	Endorsed Partner Introductions	1 CE
The Independent Funeral Group	Inside the Medical Examiner's Office	1 CE
NFDA	Intellectual Property Basics for Funeral Directors Music Licensing and Beyond	1 CE

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OTHER BUSINESS

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

Type	Licensee	License/Application #	Docket #	City
OAFM	R W Andrews Mortuary	FEST001653	2026-0696	Atlanta
OAFM	Alfonso Dawson Mortuary Inc.	FEST001571	2026-0716	Atlanta
OAFM	Advantage Funeral & Cremation Services	FEST001819	2026-0717	Lilburn
OAFM	Mosby-Litman Funeral Home	FEST000708	2026-0718	Alma
OAFM	Brown & Young Home Of Funerals	FEST001359	2026-0695	Lithonia
Type	Licensee	License/Application #	Docket #	City
Consent Order	Omar Vinson	4740937	2026-0797	Atlanta
Type	Licensee	License/Application #	Docket #	City
Cease and Desist	Emma Sherman	N/A	2026-0756	Vidalia

Petition for Rule Waiver:

Glenn Bergeron II – Waiver of Rule 250-5-.03(1)(d) which requires that the applicant has been engaged in the active practice of funeral service as a licensed embalmer for a minimum of three (3) years immediately preceding the submission of an application for licensure in Georgia, in accordance with the provisions of O.C.G.A. § 43-18-42(a)(2). For the purposes of the rule, "immediately preceding" shall mean that the applicant must submit the appropriate application to the Board office within six (6) months of leaving the state in which he or she has been actively engaged in the active practice of funeral service. Joe Westbury moved, Bryant Hightower seconded, and the Board voted unanimously to approve the petition as the Board feels that the purpose of the underlying statute upon which the rule is based has been achieved, and that strict application of the rule would create a substantial hardship to the applicant.

Grace Period Request:

Joe Westbury motioned, Bryant Hightower seconded, and the Board voted unanimously on the following 2nd 90-day grace period request:

Type	Decision	License / App #	City	Expiration
Dogwood Cremation Care LLC	Approved	CREM000177	Acworth	9/29/26

Facility Change of Ownership:

The Board reviewed the following changes of ownership:

Facility	License #	Seller	Purchaser	Notification Date
Poole Funeral Home & Cremation Services	FEST001955	Brian Poole	Cary Grossi	5/21/2026
Thomas Scroggs Funeral Directors	FEST001626	Brian Poole	Cary Grossi	5/21/2026
Brunswick Memorial Park Funeral Home	FEST001566	Richard Parker	Kyle Nikola	6/15/2026
Golden Isles Cremation Center	CREM000059	Richard Parker	Kyle Nikola	6/15/2026

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, Shanna Jackson Sheats, President, declared the meeting adjourned at 4:37 p.m.

The next meeting of the Georgia Board of Funeral Service will be held Tuesday, August 11, 2026, at 10:00 a.m. at the Board office at 3920 Arkwright Rd. Suite 195, Macon, Georgia.

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Minutes recorded by: Kristin Mitchell, Board Support Specialist
Minutes reviewed and edited by: Brad Coman, Executive Director
Minutes approved on: August 11, 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 Shanna Jackson Sheats, 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. 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 July 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 July, 2026


Notary Public
My Commission Expires



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