



Alabama Board of Funeral Service

Meeting Minutes

April 28, 2011

Call to order

Michael Morrison, vice-chairman, called to order the third regular meeting of fiscal year 2011 of the Alabama Board of Funeral Service at 11:27 a.m. on April 28, 2011 in Room P-103 of the Gordon Persons Building, 50 North Ripley Street, Montgomery, Alabama.

Attendance

The following members were present: Thomas Maye, Noah Turner, Samuel Seroyer, Michael Morrison, and Terry Wilson. Staff present was Warren Higgins, Executive Secretary, and Charles M. Perine, Associate Executive Secretary, recording.

The following member(s) were absent: Jason Maise and Rita Woods.

Approval of minutes from last meeting

Mr. Wilson moved to approve the minutes of the January 26, 2011 meeting, seconded by Mr. Turner. The motion passed unanimously.

Old Business

Applicant A (1-26-11)- Applying to reactivate permanent funeral director and embalmer's license after committing acts that are grounds for revocation, suspension or refusal to issue or renew licenses. Action pending executive session.

New Business

Approval of Licenses:

1) Applicants who passed law exam given earlier:

Mr. Higgins asked the Board to consider for approval funeral director and/or embalmer license(s) for all applicants who passed the state law exam given earlier that day upon the passing certification from the Conference under the new testing format, or those who had otherwise qualified for licensing. Moved to approve by Mr. Seroyer, seconded by Mr. Maye. The motion passed unanimously.

2) Apprentice Funeral Director with Previous Time Credited:

Mr. Higgins asked the Board to consider for approval the re-registration of apprentice funeral director applications with previous time served as an apprentice credited to current registration for Mary A. Johnson, Sadie L. Buzzerd, Teresa C. Stanford, Annetta R. Dolowitz, Eric O. Brown, Rodney T. Massey and Larry E. Thompson. Moved to approve by Mr. Seroyer, seconded by Mr. Turner. The motion passed unanimously.



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3) Apprentice Funeral Director and Apprentice Embalmer with Previous Time Credited:
Mr. Higgins asked the Board to consider for approval the re-registration of apprentice funeral director and apprentice embalmer applications with previous time credited to current registration for Glenna A. Dawson, Andrea M. Wood and Faye L. Mills. Moved to approve by Mr. Wilson, seconded by Mr. Turner. The motion passed unanimously.

4) Permanent License Re-registration:
Mr. Higgins asked the Board to consider the following for re-registration of permanent licenses as **Funeral Director and Embalmer**: Benjamin T. Matthews, Victoria P. Jones, Maxine M. Jones and Scott A. Dunkin. Moved to approve by Mr. Seroyer, seconded by Mr. Wilson. The motion passed unanimously.

Mr. Higgins asked the Board to consider the following for re-registration of permanent licenses as **Funeral Director**: Jeffrey W. Jones. Moved to approve by Mr. Turner, seconded by Mr. Seroyer. The motion passed unanimously.

5) Establishment Applications for Reactivation:
Mr. Higgins asked the Board to consider the following establishments for reactivation of licensure: Jones Funeral Home of Brewton. Moved to approve by Mr. Wilson, seconded by Mr. Turner. The motion passed unanimously.

6) Establishment Applications
Mr. Higgins asked the Board to consider for approval the following establishments for licensure: Brooks Family Funeral Home of Hueytown, Glen White Memorial of Uniontown, Valley Funeral Home of Stevenson, McCalla Memorial of McCalla and Serenity Chapel of Birmingham. Moved to approve by Mr. Wilson, seconded by Mr. Seroyer. The motion passed unanimously.

7) Operation Under Special Operating Permit
Mr. Higgins asked the Board to consider for approval the following establishment for licensure to operate by a special operating permit pursuant to Code of Alabama, 1975, Section 34-13-74 to: Central Funeral Services of Eufaula and Central Funeral Services of Louisville by Melissa Mixon Smith. Mr. Higgins read the law to the board members and Mr. Seroyer asked was Ms. Smith trying to get her license. Mr. Higgins responded yes. Moved to approve by Mr. Seroyer, seconded by Mr. Turner. The motion passed unanimously.

8) Applications for Permanent License as Funeral Director
Mr. Higgins asked the Board to consider for approval the application for permanent license as funeral director for Melissa Mixon Smith, pursuant to Code of Alabama, 1975, Section 34-13-74 due to the death of her father, Mr. Albert C. Mixon, who was the only licensed funeral



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director for Central Funeral Services, Inc. Moved to approve by Mr. Wilson, seconded by Mr. Turner. The motion passed unanimously.

Other Business

Mr. Higgins explained to the Board that he had a medical episode back in March. He explained that the doctors wanted him to take a medical leave. He expressed his gratitude to Charles and Sherrye for keeping the office going and to the public for their calls and concerns.

Mr. Higgins explained to the Board that legislation that would affect the Alabama Funeral Service Law, in the form of Senate Bill 94, passed the Senate and was sent to the House of Representatives, but had not been voted on.

Mr. Morrison stated that he and Mrs. Woods met with the Examiners of Public Accounts regarding the compliance audit for the Board office, but he would rather wait until the July meeting to discuss the finding when Mrs. Woods was present.

Executive Session

Mr. Wilson moved that the Board go into executive session to discuss the good name character of an applicant, seconded by Mr. Maye.

Yea vote: Mr. Maye, Mr. Turner, Mr. Seroyer, Mr. Morrison and Mr. Wilson.

Nay vote:

Abstain:

The motion passed unanimously.

Mr. Seroyer moved that the Board only be in executive session for fifteen (15) minutes, seconded by Mr. Maye.

At 11:50 a.m., Mr. Morrison advised the audience that the Board would now go into executive session for 15 minutes to discuss the good name and character of an applicant. He also stated that the Board would reconvene at 12:05 p.m. for the regular business meeting.

After the executive sessions and after everyone was back in the room, Mr. Morrison called the regular business meeting of the Alabama Board of Funeral Service back to order at 12:03 p.m. Mr. Turner moved to approved the reactivation of Applicant A's (1-26-11) permanent funeral director and embalmer's license pending lapsed penalty fees and conditioned that he report to Board office the results of his condition of probation from the Etowah Corrections and his license be put on a five year probation period during which time any violation will be cause to rescind his funeral director and embalming license. Second by Mr. Maye, the motion passed unanimously.



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July and October Meetings

Mr. Perine recommended that the next state law exams be administered on Wednesday, July 27, 2011 and Wednesday, October 26, 2011 at 10:00 a.m. followed by the quarterly Board meeting at 11:00 a.m. that same day.

Mr. Seroyer moved to approve July 27, 2011 and October 26, 2011 for the next exam and meeting dates, seconded by Mr. Turner. The motion passed unanimously.

Adjournment

Being no other business, Mr. Morison asked for a motion to adjourn. Mr. Seroyer moved to adjourn the meeting at 12:12 p.m., seconded by Mr. Turner. The motion passed unanimously.

Minutes submitted by: Charles M. Perine

X

Rita E. Woods
Chairman

X

Warren Higgins
Executive Secretary