



Alabama Board of Funeral Service

Meeting Minutes

April 9, 2018

Prior Notice

Prior notice of the Board meeting was given through the March newsletter that was distributed to licensees on March 12, 2018 and was posted on the Secretary of State website in January 2018.

Attendance

The following members were present: Mark N. Craddock, Lance Brooks, Bart Kirtland, Calvin Meadows, John C. Rudder and Annie Bushelon-Holt. Staff present; Charles M. Perine, Executive Director, and E. Denise Grogan, Associate Executive Director, recording. Also, present General Counsel for the Board T. Cameron McEwen.

The following members were absent: Lorenzo Wright

Call to Order

With a quorum present, Mr. Craddock called to order the third quarterly meeting of fiscal year 2018 of the Alabama Board of Funeral Service at 9:02 a.m. on April 9, 2018 in Room 304 of the State House, 11 South Union Street, Montgomery, Alabama.

Approval of Minutes

Mr. Meadows moved to approve the minutes of the January 8, 2018 Board meeting, seconded by Mr. Kirtland. Being no discussion, the motion passed unanimously.

Old Business

Alabama Funeral Homes

Mr. Craddock stated that business pertaining to Alabama Funeral Homes would be held over and discussed during Executive Session.

Legislation

Mr. Perine informed the Board that HB237 and HB211 were passed by the Legislature and had been signed by the Governor. Mr. Perine stated there were several issues that could affect the Board in the coming year including cemetery regulation, non-profits owning establishments and the combining of licensing boards.

Community Mortuary

Mr. Perine requested that discussion related to Community Mortuary be held over until Approval of License.

New Business

Approval of Licenses:

1) Applicants having met all qualifications for licensure:

Having passed the state law exam, and having met the passing criteria of the International Conference under the new testing format, Mr. Perine stated that the following individuals had met the qualifications for licensure in the State of Alabama in accordance with Title 34 Chapter 13 of the *Code of Alabama, 1975* and Administrative Code 395 and asked the Board to consider for approval the funeral director and/or embalmer and/or cremationist licenses for: Mashelleous Jones, Misty Basic, Jessica McLane, Orvil Wester, H. Dudley Miller, Jr., Philip Box, Brian Cummings, Randall Anderson, Krysta hall, Carson Grimsley, Patrick Miller, Wonn Lusain, John Robbins, William B. Searcy, Evelyn D. Grogan, Patrick O. Tucker, Tommie Caldwell, Hope Etherton, Blake Chandler, Christine Bushby, Martin Steltenpohl, Christ Thompson, William Bodiford, Rhonda Slaton, Mark Slaton, Larry McConatha, Gabriel Maxwell, Brandi Cato, James Stanley, Christopher Conkle, Ashlyn Gardner, Willie House, Terry Sorrells, Robert Clem. The motion was made by Mr. Meadows and seconded by Mr. Kirtland. The motion passed unanimously.

2) Permanent Funeral Director and Embalmer License Re-registration:

Having paid all fees and penalties, Mr. Perine asked the Board to consider David Crenshaw, J. Tracy Bonner, and Andrew May, for re-registration of permanent license as funeral director and embalmer. Mr. Rudder moved to approve the re-registrations of permanent funeral director and embalmer licenses, seconded by Mr. Meadows. The motion passed unanimously.

3) Establishment Applications:

Mr. Perine asked the Board to consider the following establishment tabled during the previous Board meeting for licensure: Community Mortuary (Mobile). Mr. Meadows moved to approve the license request of the fore stated funeral home seconded by Ms. Bushelon-Holt. The motion passed unanimously.

Mr. Perine asked the Board to consider the following establishments for licensure: Tri-State Mortuary (Chickasaw), Peoples Chapel Funeral Home (Hueytown) (Buy Out), Lathan Funeral Home (Grove Hill) (Buy Out), Fuqua-Bankston Funeral Home (Ozark) (Buy Out), Lathan Funeral Home (Jackson) (Buy Out), Lathan Funeral Home (Chatom) (Buy Out), W. E Lusain Funeral Home and Crematory (Hoover), Alabama Funeral Homes & Cremation Centers (Camphill) (Buy Out), Magnolia Chapel Funeral Home (Northport) (Buy Out), Heritage Funeral Home (Mobile) (Buy Out), Sorrells Funeral Home & Crematory (Enterprise) (Buy Out), Prestige Memorial Funeral Home (Gadsden)(Buy



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Out), House of Solace (Gadsden). Mr. Meadows moved to approve the license request of the fore stated funeral homes seconded by Ms. Bushelon-Holt. The motion passed unanimously.

Resolution 18-01

Mr. Perine requested that the Board dispense with the reading of Resolution 18-01 and enter it into the record following adoption by the Board. Mr. Meadows moved to adopt Board Resolution 18-01 recognizing Louis Damon Hudson as an Honorary Funeral Director and Honorary Embalmer. The motion was seconded by Mr. Brooks. The motion passed unanimously. Mr. Hudson was a mortuary science student at Bishop State Community College, and was twenty years old when he lost his life in an automobile accident on March 27, 2018.

Executive Secretary Financial Report

Mr. Perine reported the following to the Board for the 2nd Quarter of fiscal year 2018 as of April 1, 2018.

Total Budget: \$591,108.27

Revenue: \$28,634.37

Expenses: \$123,727.53

Cash on Hand: \$,1448,286.55

Licensed Establishments: 462 active

Licensed Mortuary Service: 1 active

Licensed Funeral Directors: 1534 active

Licensed Embalmers: 823 active

Cremationist: 25 active

Licensed Practical Embalmers: 58 active

Apprentice Funeral Directors: 217 active

Apprentice Embalmers: 143 active

Special Work Permit Funeral Director: 1

Special Work Permit Embalmer: 0

Mr. Meadows made a motion to accept the financial report as presented by Mr. Perine, seconded by Mr. Rudder. The motion passed unanimously.

International Conference of Funeral Service Examining Board Expense Report

Mr. Perine informed the Board of the expense report for the 114th Annual Meeting. The expense report included total expenses for Mrs. Grogan, Mr. Brooks and Ms. Bushelon-Holt. The amount budgeted was \$6,000.00, requested \$5,047.20, and actual \$4,039.67.

2018 Annual meeting of the International Conference of Funeral Examining Boards

Mr. Perine asked that Mr. Brooks, Ms. Bushelon-Holt, and Mrs. Grogan to inform the Board what they learned and took away from the meetings they attended. Mr. Perine informed the Board about the meetings he attended and that he was invited to present Alabama Cremation Law at the upcoming CANA Convention in July. Mr. Perine also informed the Board that several states have plans to adopt the new Alabama cremation law in their states.

Consent Agreements

ABFS17-0025

Mr. McEwen informed the Board that ABFS17-0025, has entered into a settlement agreement. The agreement has been ratified, approved and adopted by the circuit court of Tallapoosa County.

Mr. McEwen stated the agreement resolves all matters pertaining to ABFS17-0025

Mr. Meadows made a motion to accept the Consent Agreement as presented by Mr. McEwen, seconded by Mr. Rudder. The motion passed unanimously.

Continuing Education

Mrs. Grogan presented the Board with a list of 69 courses for approval. Pursuant to Alabama Funeral Service Administrative Code 395-X-1-.04, Mr. Perine gave interim approval to 14 courses. Mrs. Grogan requested approval for US Cremation Equipment as a new provider for the 2016-2018 reporting period.

Mr. Meadows made a motion, seconded by Mr. Kirtland to approve the continuing education courses that were presented. The motion passed unanimously.

Mr. Meadows made a motion, seconded by Mr. Brooks to approve the providers seeking approval for the 1618 reporting period. The motion passed unanimously.

Mrs. Grogan informed the Board of the changes coming to Continuing Education, including the online portal for providers and the ability for licensees to view their course completions through the Board's website.



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Executive Session

Mr. Perine requested that Executive Session be held over until Other Business on the agenda had been concluded.

Other Business

Richard Handley

Mr. Perine informed the Board that a request had been received by Richard Handley to address the Board. Mr. Craddock invited Mr. Handley to address the Board. Mr. Handley requested that he be allowed to sit for the Funeral Directors exam by virtue of his experience, knowledge, and an apprenticeship (according to Mr. Handley) that was served from 1986 to 1995. Mr. Perine stated that any records showing Mr. Handley's apprenticeship would have been disposed of for inactivity over the past 16 years in accordance with the Records Disposition Act. Mr. Perine stated there was no verification of an apprenticeship served and Mr. Handley would have to complete the license requirements under the current law. Following much discussion, Mr. Craddock informed Mr. Handley he would have to comply with the current law in order to obtain a license.

Executive Session

Mr. Brooks made a motion seconded by Mr. Rudder to go into Executive Session for 20 minutes to discuss good name and character.

Yes votes: Mr. Craddock, Mr. Brooks, Mr. Kirtland, Mr. Meadows, Mr. Rudder, and Mrs. Bushelon-Holt

Nay votes: None

Abstain: None

Absent: Mr. Wright

The motion passed unanimously.

The Board members moved to an adjoining conference room at 9:50 a.m. to allow the Board to discuss good name and character. The audience was also informed that the regular business meeting would resume at the conclusion of executive session. After all parties were called back into the room, Mr. Craddock called the Board meeting back to order at 10:00 a.m.

Having meet the passing criteria, Mr. Meadows made a motion to approve the funeral director and embalmer application of Randi N. Harris, seconded by Mr. Rudder.

Yes votes: Mr. Craddock, Mr. Brooks, Mr. Kirtland, Mr. Meadows, Mr. Rudder, and Mrs. Bushelon-Holt

Nay votes: None

Abstain: None

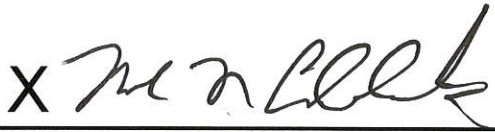
Absent: Mr. Wright

The motion passed unanimously.

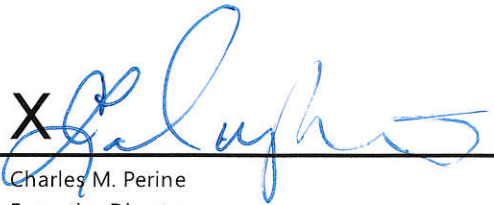
Adjournment

Being no other business, and no questions from the audience, Mr. Craddock asked for a motion to adjourn and reconvene at 9:00 a.m. on July 16, 2018, Mr. Meadows moved to adjourn the meeting at 10:10 a.m., seconded by Mr. Kirtland. The motion passed unanimously.

Minutes submitted by: E. Denise Grogan



Mark N. Craddock
Chair



Charles M. Perine
Executive Director