



ALABAMA BOARD OF FUNERAL SERVICES

Preneed Division

Special Called Meeting Minutes

December 19, 2023

Prior Notice

Prior notice of the December 19, 2023, special called board meeting was posted on the Secretary of State website December 01, 2023, and the information was distributed via the Board's website on December 01, 2023. The meeting was held at 10:00 AM in the Board's office located at 4276 Lomac Street, Montgomery, Alabama.

Pledge of Allegiance and Invocation

10:00 AM, Mrs. Collins asked everyone in attendance to stand and recite the Pledge of Allegiance to the American flag which was followed by an invocation offered by Mr. Anderson.

Call to Order

Roll Call of the Board

Mrs. Collins, presiding, asked Mrs. Sullivan for a roll call to establish a quorum. The following members were present: Mr. Anderson, Mr. Morrison, Mrs. Collins, and Mrs. Haskell.

Staff present: Charles Perine, Executive Director; E. Denise Grogan, Associate Executive Director; Laura Sullivan, Associate Executive Director, recording; Octavia Johnson, Accountant; and Brenton Smith, Legal Counsel.

The following members were absent: Mr. Shake.

Welcome/Remarks by the Chair

With a quorum established, Mrs. Collins called to order the special called meeting. Mrs. Collins welcomed all present.

Conflict of Interest/Motion to set the agenda

Mrs. Collins requested that the board members review the agenda. Mrs. Collins asked if any member had a conflict of interest for any items on the agenda. Being none, Mr. Anderson made a motion, seconded by Mr. Morrison to set the agenda as presented. Being no discussion, the motion passed unanimously.

Business

Administrative Rule Review

The changes to the administrative rules that were decided on during the November 30, 2023, meeting have been formatted to the Alabama Legislature requirements and presented to the board for discussion and review. Mr. Perine and the board discussed each proposed administrative rule section. After discussion, a motion was made by Mr. Morrison to accept the proposed administrative rules with the discussed changes and to file the administrative rule changes with LRS as amended to begin the public commenting period. The motion was seconded by Mrs. Haskell. Being no discussion, the motion passed unanimously.

Other Business/Adjournment

After a brief discussion, a motion was made by Mr. Morrison, seconded by Mr. Anderson to adjourn the meeting for today and reconvene on January 09, 2024, at 12:00 PM. Being no discussion, the motion passed unanimously. The meeting adjourned at 1:21 PM.

Minutes submitted by: Laura Sullivan

Bry'Onda Collins, Presiding

Charles M. Perine, Executive Director

Chair