



ALABAMA BOARD OF FUNERAL SERVICES

Funeral Division Meeting Minutes

January 9, 2024

Prior Notice

Prior notice of the January 9, 2024, second quarterly board meeting of fiscal year 2024 was posted on the Secretary of State website April 4, 2023, and revised on September 19, 2023. Meeting information was distributed to licensees via the quarterly newsletter on September 1, 2023, with a date correction emailed on September 19, 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

Mr. Williams asked Mr. Bishop to lead all in attendance in the Pledge of Allegiance to the American flag which was followed by an invocation offered by Mr. Bobby Burt.

Oath of Office

Mr. Williams informed all present that Mr. Eddie Seal had been appointed by the Governor to serve as the representative of District 7. Perine administered the oath of office to Mr. Seal.

Call to Order

Roll Call of the Board

Mr. Williams, Chair, asked Mrs. Grogan for a roll call to establish a quorum. The following members were present: Kenneth Bishop, Terry Sorrells, Lance Brooks, J. Douglas Williams, Eddie Seal, Rachel Arrington, and Bobby Burt.

Staff present; Charles Perine, Executive Director, E. Denise Grogan, Associate Executive Director, recording, and Brenton Smith, Legal Counsel.

The following members were absent: Karen Jones Smith (delayed), and Sandra Hill.

Welcome/Remarks by the Chair

With a quorum established, Mr. Williams called to order the second quarterly business meeting of fiscal year 2024 at 10:00 AM. Mr. Williams excused the absence of the members who were not present and welcomed all in attendance.

Conflict of Interest/Motion to set the agenda

Mr. Williams requested that the board members review the agenda for the January 9, 2024 meeting. Mr. Williams asked if any member had a conflict of interest for any items on the agenda, being none, Mr. Brooks made a motion, seconded by Mr. Burt to set the agenda as presented. Being no discussion, the motion passed unanimously.

Business

Approval of Minutes

Mr. Williams asked members to review the minutes from the October 5, 2023 meeting. Mr. Sorrells made a motion, seconded by Ms. Arrington to accept the minutes as presented. Being no discussion, the motion passed unanimously.

Old Business

APDH Mass Fatality – Health Care Coalition

Mr. Perine reminded the Board that during the October ADPH was present and introduced their staff. Mr. Perine stated he was part of the Fatality management workgroup, team and had been working to establish a partnership in efforts to prevent issues that came to light during COVID. Mr. Perine stated an email went out in December to all establishments requesting their capacity numbers and to inform them about the Health Care Coalition. As of today's meeting, 60 responses had been received. The Health Care Coalition was developed regionally including multiple responders that meet to discuss issues dealing with mass fatality events. Mr. Perine stated, previously federal assets could not be placed on the site of a private business but Mr. Durham from APDH approached the Federal government and that condition has been removed allowing those assets to now be placed at funeral homes where they are staffed to handle a mass fatality event. Also, personal protective equipment can now be purchased by funeral homes if the funeral home is registered and participate with the health care coalition. Mr. Perine requested everyone in attendance spread the word about registering with the coalition to be eligible for these resources.

Approval of Licenses

New Licensees

Having passed the state law exam, and having met the passing criteria of the International Conference under the new testing format, Mr. Perine requested to dispense with the reading of the applicant's names and that the individuals listed be considered for approval based on having 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 be approved for license as a funeral director, and/or embalmer, and/or cremationist. Applicants for licensure: ANDRE LOVE, RUBY ANDERSON, ROGERY PERINE, RACHEAL DAVENPORT, BETTY MILLER, MONICA CRIST, JOHN MCLENDON, MALCOLM BEARD, DAKOTA GOODWIN, WILLIAM SUMLAR, ABUREY KING, ALLEN MALINE, REN MAYEAUX, BILLY JONES, JR., MIRANDA COOK, TYSON BURWELL, BRAIN KEITH, AUTUMN HUGHES, IVAN HERNANDEZ, ROBIN MASON, BRIAN SMITH, CHARLES FRICKS, ZACHERY FERRELL, LISA MCBRIDE, GEOFFREY HALBROOKS, SCOTT EVANS, WAYLON POWELL, YOLANDA COLLINS ARIEL HARRIS, TAYLOR SHERER, CODY GILLIAM, BARAKA TRUSS, DYLAN CHANCEY. The motion was made by Mr. Sorrells and seconded by Mr. Brooks. Being no discussion, the motion passed unanimously.

Reactivations

Having met the requirements of the law for reactivation, paid all back fees and penalties, Mr. Perine asked the Board to consider CHANTAY BROOKS for reactivation as funeral director and embalmer, and BRIAN GOODLOE for reactivation as a funeral director. Mr. Brooks moved to approve the reactivations seconded by Ms. Arrington. The motion passed unanimously.

Mr. Perine requested to dispense with the reading of the applicant's names and that the individuals listed be considered for approval based on having met the qualifications for reactivation of an apprentice funeral director and/or apprentice embalmer certification. Applicants for reactivation: PAUL LETT, ABRENCA AMERSON, ANGELA BOLTON, DEIRDRE WILLIAMS, TENYAI CREIGHTON, ALEXANDER JOHNSON, JR., TYLER RICE, SHARINA ANDERSON-MCKINNEY, EVA WILLIAMS, THERESA MILLER, LYDIA CRENSHAW, DELMER DUBOSE, ERIC SMITH, WILLIAM SLEDON, AMESHIA GRISSOM for reactivation as apprentice funeral director. RANDALL WEAVER for reactivation as apprentice embalmer. SHANIQUA FLETCHER, CAMDON OTTS, HALEIGH BURKS, HOLLIE BELLOMY, LASONDRA COTTRELL, ALLISON HOLMES, CASSANDRA HORTON, MADALYN SYRON, JENNIFER EDWARDS, KEVIN FOXWORTH, SYDNEY WALKER, KIMBERLY STEWART, KADE HORNSBY, GLEASE KENNEDY, NEICKO GAINES, KAITLYN HOLLAND, BROCK WALKER, CLAY GRISSON, LAKEITHA SEROYER, TANNER FAULKNER, OLIVIA MCCORD for reactivation as apprentice funeral director and apprentice embalmer. The motion was made by Ms. Arrington and seconded by Mr. Sorrells. Being no discussion, the motion passed unanimously.

Establishments

Mr. Perine asked the Board to consider the following establishments for licensure: BOTTOMS GARDEN CHAPEL FUNERAL HOME (Buy Out) (Geneva), BOTTOMS GARDEN CHAPEL FUNERAL HOME (Buy Out) (Hartford), CHAMPION FUNERAL CONTRACTING SERVICES, LLC (New) (Coker), WOLFE BAYVIEW FUNERAL HOMES & CREMATORY, INC. (New) (Daphne) Mr. Sorrells moved to approve the establishment applications, seconded by Mr. Brooks. The motion passed unanimously.

Executive Director Report

Mr. Perine provided the Board with the exam statistics listed below and stated the Executive Director's financial report would be moved to the joint meeting. Mr. Perine stated for the record that Ms. Jones Smith, who was delayed in traffic arrived at 10:31 AM.

| Alabama Exam Stats (October 1, 2023 – January 1, 2024) Administered | | | |
|---|------|------|---------------|
| Alabama Exams | Pass | Fail | Average Score |
| Funeral Director (18) | 11 | 7 | 72.1 |
| Embalmer (2) | 2 | 0 | 81.2 |
| State Law Exam FD/EM (25) | 24 | 1 | 96.0 |
| State Law Exam Cremationist (5) | 4 | 1 | 80.0 |

Consent Agreements

Mr. Perine informed the Board of the following consent agreements that were entered into between October 1, 2023 to January 1, 2024.

| Case No. | Charge | Penalty |
|-------------|---|---|
| ABFS23-0011 | <ol style="list-style-type: none"> Violated Alabama Code § 34-13-56.1 (a) on at least six occasions by engaging in the practice of a funeral director without being licensed by the Board as such. Violated Alabama Code § 34-13-56(c)(2)(i) by aiding and abetting an unlicensed individual in his performance of the activities and duties of a funeral director without being licensed by the Board in violation of Alabama Code § 34-13-56.1 (a). Failed to operate the funeral establishment under his own full charge, | <ol style="list-style-type: none"> Managing Funeral Director - 4-year probation. Fined \$2,500.00. Funeral Director - 4-year probation. Fined \$2,500.00. Funeral Establishment - 90-day suspension stayed contingent on all terms of consent agreement met. Fined \$2,500.00 Owner - Fined \$15,000.00 |

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| | <p>control, and supervision as the managing funeral director in violation of Alabama Code § 34-13-1 12(c) (as incorporated through Ala. Code § 34-13-56(c)(2)(/)) by allowing unlicensed individual to engage in the practice of a funeral director without being licensed by the Board in violation of Alabama Code§ 34-13-56. l(a).</p> | |
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Being no discussion, Mr. Sorrells made a motion and seconded by Mr. Seal to accept the Executive Director's report. The motion passed unanimously.

Continuing Education

Provider and Course Request

Mrs. Grogan presented for the Board's approval, one new provider: Bill A. Johnston. Mrs. Grogan also presented for the Board's approval a list of 40 programs available to licensees, with 2 of those courses given interim approval pursuant to Alabama Funeral Service Administrative Code 395-X-1-.04. Mr. Brooks made a motion, seconded by Ms. Jones Smith to approve the new continuing education providers and courses as presented. Being no discussion, the motion passed unanimously.

Other Business

Questions

Adjournment

Mr. Williams asked for any questions from those in attendance, being none, A motion to adjourn the meeting and reconvene on April 9, 2024 at 9:00 AM was made by Mr. Brooks and seconded by Mr. Sorrells. The motion passed unanimously. The meeting adjourned at 10:42 AM.

Minutes submitted by: E. Denise Grogan.

J. Douglas Williams, Chair

Charles M. Perine, Executive Director