



# ALABAMA BOARD OF FUNERAL SERVICES

## Meeting Minutes

January 09, 2024

### **Prior Notice**

Prior notice of the January 09, 2024, second quarterly board meeting of fiscal year 2024 was posted on the Secretary of State website November 01, 2023, and the information was distributed to licensees via the quarterly newsletter on December 01, 2023. The meeting was held at 12:00 PM in the Board's office located at 4276 Lomac Street, Montgomery, Alabama.

### **Pledge of Allegiance and Invocation**

Mr. Perine requested to abstain from the Pledge of Allegiance and Invocation as they have been previously done for the two meetings prior to this meeting.

### **Call to Order**

#### **Roll Call of the Board**

Mrs. BryOnda Collins, presiding officer, asked Mrs. Sullivan for a roll call to establish a quorum. The following members were present: Brian Shake, Randall Anderson, Michael Morrison, Bry'Onda Collins, and Jennifer Haskell.

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

### **Welcome/Remarks by the Chair**

With a quorum established, Mrs. Collins called to order the second quarterly business meeting of fiscal year 2024. Mrs. Collins welcomed all present.

### **Conflict of Interest/Motion to Set the Agenda**

Mrs. Collins requested that the board members review the agenda for the January 09, 2024, meeting. 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 Mrs. Haskell to set the agenda as presented. Being no discussion, the motion passed unanimously.

### **Business**

#### **Approval of Minutes**

Mrs. Haskell moved to approve the minutes of the November 09, 2023, November 30, 2023, and December 19, 2023, board meetings, seconded by Mr. Morrison. Being no discussion, the motion passed unanimously.

#### **Old Business**

Mr. Perine briefly informed all present about the current status of the new licensure system being put into place and when they should expect a roll out.

### **Approval of Licenses**

Having met the requirements for licensure and registration, Mr. Perine asks the board to consider the following individuals for licensure and registration of a Preneed Sales Agent: Vincent Paul Dooley, Russell Todd McLachlan, Brittany Nicole Sparks, Glenn J. Davis, Morgan Brianna Caldwell, Sara Jessica-Lynn Eads, Carla Lynne Davis, Adam Denzil Barr, Sandra Owenby Williams, Michael Scott Williams, Cetera Church, Anna Elizabeth Moore, Johnathan Tariel Burpo. A motion was made by Mr. Anderson, seconded by Mr. Shake to approve the licensure and registration of the individuals listed above as Preneed Sales Agents. Being no discussion, the motion passed unanimously.

Having met the requirements for licensure and registration, Mr. Perine asks the board to consider the following funeral establishment for licensure of a Certificate of Authority: Park Grove, LLC, DBA Park Grove/Park Grove Funeral Home. A motion was made by Mrs. Haskell, seconded by Mr. Shake to approve Park Grove, LLC for licensure as a Certificate of Authority. Being no discussion, the motion passed unanimously.

Having met the requirements for Endowment Care Cemetery Board of Trustees Bond Exemptions, Mr. Perine asks the board to consider the following Board of Trustees be exempt from maintaining the bond requirements: Mobile Memorial Gardens Cemetery Board of Trustees. A motion was made by Mrs. Haskell, seconded by Mr. Anderson to exempt Mobile Memorial Gardens Cemetery Board of Trustees from maintain the bond requirements. Being no discussion, the motion passed unanimously. Because of a conflict of interest, Mr. Shake recused himself from voting on the motion.

### **Funding Vehicle Transfer**

Having met the requirements for trusting, Mr. Perine asks the board to consider the following certificates of authority for transferring preneed funds from one trust to another: CEM 1, LLC DBA Forest Lawn Memorial Gardens; CEM 2, LLC DBA Springhill Memorial Gardens; Funeral Service, LLC DBA Forest Lawn Funeral Home, New Concepts Funeral Services, LLC DBA Ascension Funeral Services, LLC; Currie-Jefferson Funeral Home & Memorial Gardens; and Jefferson Memorial Funeral Home & Gardens. A motion was made by Mr. Anderson, seconded by Mr. Shake, to approve the certificates of authority mentioned above for transferring preneed funds from one trust to another. Being no discussion, the motion passed unanimously.

Mr. Perine made the board aware of a situation where a certificate of authority was wishing to move preneed funds from a trust to a letter of credit. After discussion, Mr. Anderson made a motion, seconded by Mr. Shake, that the certificate of authority be denied permission to transfer preneed funds from a trust to a letter of credit. The motion passed unanimously.

## Executive Director Report

Mr. Perine reported the following for the 1<sup>st</sup> quarter of the fiscal year 2024:

### Active License Count as of January 01, 2024

<b>Preneed</b>		<b>New</b>	<b>Canceled</b>	
Certificate of Authority	239	2	0	
Branches	115	0	0	
Preneed Sales Agent	953	20	3	
Cemeteries (ECC/COA)	184	0	0	
Audits YTD	0			
	<b>Total</b>	<b>1491</b>		
<b>Complaints</b>		<b>Funeral</b>	<b>Preneed</b>	<b>Cemetery</b>
Received	6	7	7	11
No Action Taken	1	0	0	0
Reprimand/Consent	1	0	0	0
Pending	7	7	7	11

Since 2013                      496 Complaints Handled

### **Administrative Rule Making**

Mr. Perine notified the board that after the special called meeting on December 19, 2023, there was a glitch in the LRS System that prevented the Administrative Rule changes from being submitted. Because of this, the timeline was pushed back a month. The rules are set to be published in the January 31<sup>st</sup> issue of the Administrative Monthly and we will have a special called meeting on March 12, 2024 at 10:00 am to discuss the changes that were submitted.

### **Law**

Mr. Perine briefly discussed the necessary action that needed to be taken in order to fund the regulation of preneed through the Alabama Board of Funeral Services. There needs to be a funding strategy put in place before fiscal year 2027.

### **Other Business**

#### **Questions, Comments, Concerns**

Being no further discussion, Mrs. Collins moved to the next item on the agenda.

### **Adjournment**

Mr. Anderson made a motion, seconded by Mrs. Haskell to adjourn the meeting, and reconvene on March 12, 2024, at 10:00 AM. The motion passed unanimously. The meeting adjourned at 12:19 PM.

Minutes submitted by: Laura Sullivan.

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Bry'Onda Collins, Chair

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Charles M. Perine, Executive Director