



ALABAMA BOARD OF FUNERAL SERVICES

Preneed Division Special Called Meeting Minutes

March 12, 2024

Prior Notice

Prior notice of the March 12, 2024, special called board meeting was posted on the Secretary of State website January 17, 2024, and the information was distributed via the Board's website on January 17, 2024. The meeting was held at 10:25 AM in the Board's office located at 4276 Lomac Street, Montgomery, Alabama.

Pledge of Allegiance and Invocation

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. Michael Morrison.

Call to Order

Roll Call of the Board

Mrs. Collins, presiding officer, asked Mrs. Sullivan for a roll call to establish a quorum. The following members were present: Mr. Brian Shake, Mr. Randall Anderson, Mr. Michael Morrison, Mrs. BryOnda Collins, and Mrs. 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 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 Mrs. Haskell to set the agenda as presented. Being no discussion, the motion passed unanimously.

Business

Administrative Rule Comments – Received during the public commenting period January 23, 2024 – March 06, 2024

Mr. Perine presented to the board and all present participants the comments received during the public commenting period of the rule amendment process.

Public Hearing

Each comment was then discussed by the board and public participants to decide if amendments should be made to the proposed rule changes. After discussion, amendments were made to the

proposed rule changes.

Certification

Mrs. Haskell made a motion, seconded by Mr. Shake to accept the rules as amended, and certify the amended rules for publication. Being that there was no significant change to the purpose or the scope of the rule changes, the rule amendment process can continue as scheduled. No further discussion was held, and the motion passed unanimously.

Other Business/Adjournment

Mrs. Collins asked for any further questions, comments, or concerns. Being no discussion, a motion was made by Mr. Anderson, seconded by Mrs. Haskell to adjourn the meeting for today and reconvene on April 09, 2024, for the regularly scheduled quarterly board meeting. The motion passed unanimously. The meeting adjourned at 12:26 PM.

Minutes submitted by: Laura Sullivan

Bry'Onda Collins, Chair

Charles M. Perine, Executive Director