



# **ALABAMA BOARD OF FUNERAL SERVICES**

## **Funeral Division Meeting Minutes**

April 9, 2024

### **Prior Notice**

Prior notice of the April 9, 2024, third quarterly board meeting of fiscal year 2024 was posted on the Secretary of State website January 17, 2024, and revised on January 17, 2024. Meeting information was distributed to licensees via the quarterly newsletter on March 22, 2024. The meeting was held at 9:00 AM in the Board's office located at 4276 Lomac Street, Montgomery, Alabama.

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

Mr. Williams asked Ms. Jones Smith 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.

### **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 (via phone), J. Douglas Williams, Karen Jones Smith, James Seal, Rachel Arrington, consumer members, Bobby Burt, and Sandra Hill.

Staff present; Charles Perine, Executive Director, E. Denise Grogan, Associate Executive Director (Funeral), recording, Laura Sullivan, Associate Executive Director (Preneed), and Brenton Smith, Legal Counsel.

The following members were absent: Terry Sorrells (delayed), and Lance Brooks.

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

With a quorum established, Mr. Williams called to order the meeting at 9:03 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 April 9, 2024, meeting. Mr. Williams asked if any member had a conflict of interest for any items on the agenda, being none, Ms. Jones Smith made a motion, seconded by Mr. Seal 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 January 9, 2024, meeting. Mr. Burt made a motion, seconded by Ms. Jones Smith to accept the minutes as presented. Being no discussion, the motion passed unanimously.

## **Old Business**

### **Licensing System**

Mr. Perine stated the much-anticipated licensing system was ready to launch except for the CE portion. He informed the Board that the CE data was being transferred and licensees would be able to log into their profile via online services and see their CE summary. He stated all applications could now be done online which would speed up the application process. Mr. Perine stated licensees could renew their license via their profile and select the option for their employer to pay their renewal. The employer would receive an email notifying them of a pending renewal at which time the employer could pay for multiple employees in one transaction. Employers would also receive notification of licensees who state they work for an establishment, allowing the employer to accept or deny the licensee.

### **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: WILLIAM BICKMEIER, DOROTHY ENGLAND, TYSON BURWELL, GRISSSEL SANCHEZ, REBECCA HALL, JAVONDA BLAKE, CHARLES B. BOX, DAKOTA GARNER, HALEY GARNER, ALLISON WHITE, AMANDA FREDRICK, ALICIA KEITH, MICHAEL PEPPE, JAZMINE REAL. ADRIENNE ELLIS, TONI RENTZ, ASHLYN RONE, CHRISTOPHER CLAY, EBONEE PHILLIPS, DANIELLE CALLOWAY, JELESA MARTIN. The motion was made by Mr. Seal and seconded by Ms. Jones Smith. 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 LATRICIA HARRIS for reactivation as funeral director and embalmer, ELIZABETH KNOWELS for reactivation as an apprentice funeral director, ASHLEY RAY AND JAYDA RANEY as apprentice funeral director and apprentice embalmer. Ms. Jones Smith moved to approve the reactivations seconded by Ms. Arrington. The motion passed unanimously.

##### **Establishments**

Mr. Perine noted for the record that Mr. Sorrells who was delayed in traffic arrived at 9:56 AM. Mr. Perine asked the Board to consider the following establishments for licensure: EASTSIDE MORTUARY (NEW) (BIRMINGHAM), SERENITY FUNERAL HOME (CHANGE OF OWNERSHIP) (GREENVILLE), SERENITY CHAPEL FUNERAL HOME (CHANGE OF OWNERSHIP) (OZARK), PHILLIP WHITE'S JULIA L. WHITE FUNERAL HOME(NEW) (DEMOPOLIS) Mr. Sorrells moved to approve the establishment applications, seconded by Ms. Jones Smith. Being no discussion, the motion passed unanimously.