



## **Funeral Division Meeting Minutes January 7, 2025**

### **Prior Notice**

Prior notice of the January 7, 2025, second quarterly board meeting of fiscal year 2025 was posted on the Secretary of State website January 17, 2024. Meeting information was distributed to licensees via the quarterly newsletter on December 10, 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 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. Brooks.

### **Call to Order**

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

Mr. Williams, presiding officer, 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, James Seal, consumer member, Sandra Hill.

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

The following members were absent: Karen Jones Smith, Rachel Arrington, and Bobby Burt.

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

With a quorum established, Mr. Williams called to order the second quarterly business meeting of fiscal year 2025 at 9:00 AM. Mr. Williams excused the absence of the members who were not present and welcomed all in attendance.

### **Conflict of Interest/~~Motion~~ Motion to set the agenda**

Mr. Williams requested that the board members review the agenda for the January 7, 2025, meeting. Mr. Williams asked if any member had a conflict of interest for any items on the agenda, being none, Mr. Seal made a motion, seconded by Mr. Brooks 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 8, 2024, meeting. Ms. Hill made a motion, seconded by Mr. Brooks to accept the minutes as presented. Being no discussion, the motion passed unanimously.



**Old Business -None**

**Approval Licenses**

Having passed the state law exam, having met the passing criteria on the licensure exam or having met the requirements for licensure by reciprocity, I, Charles Perine, certify that the following individuals have 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 as a funeral director, embalmer, or cremationist, and recommended to the Board that they be approved for licensing. Applicants for licensure: KENNETH EAST, GENE SIMS, BRADEN MORRISON, EAROL MINOR, LACANDACE PASTER, KEVIN FOXWORTH, JOHN FREDERICK, ANDREA SPRINKLE, LAUREN BURNKE, GARY MURPHY, MATTIE BROOKS, ASHLEY FISCHER, HELENDRIA GOLDMAN, DAVID BYRD, EBONY COLBERT, CLEOPATRA HUGHES, KIMBERELY STEWART, ERICA DEREMER, KRISTEN PERRY, JOSEPH MASHBURN. Mr. Brooks made a motion, seconded by Mr. Sorrells to approve the new license. Being no discussion, the motion passed unanimously.

**Reactivation**

Having met the requirements of the law for reactivation, paid all back fees and penalties, Mr. Perine asked the Board to consider SAMANTHA LANGSTON and DOMINICK ALSOP for reactivation as apprentice funeral director and apprentice embalmer. Mr. Sorrells made a motion, seconded by Mr. Seal to approve the reactivations. Being no discussion, the motion passed unanimously.

Having met the requirements of the law for reactivation, paid all back fees and penalties, Mr. Perine asked the Board to consider for reactivation as Funeral Director: VERNON LANGLEY, HUEY MACK, JR., CARDELL GAY. Funeral Director and Embalmer: LEA KIRK-LUKER, AGNES HUNTER. Cremationist: JOHN PERKINS. Mr. Brooks made a motion, seconded by Ms. Hill to approve the reactivations. Being no discussion, the motion passed unanimously.

**Establishments**

Mr. Perine asked the Board to consider the following establishments for licensure: ERVIN FUNERAL CHAPEL (C/O)(ANNISTON), LAKE MARTIN FUNERAL HOME (NEW)(DADEVILLE), CHEROKEE MEMORIAL FUNERAL HOME (NEW)(CENTRE), ELLISON MEMORIAL FUNERAL HOME (CREMATORY REGISTRATION)(CLANTON), AKINS FUNERAL HOME (C/O)(RUSSELLVILLE) Mr. Sorrells made a motion, seconded by Mr. Bishop to approve the establishments and/or registrations. Being no discussion, the motion passed unanimously.

**Establishment Closures**

Mr. Perine informed the Board that SHARPLEY FUNERAL HOME (DECATUR), and



BROOKS FAMILY FUNERAL HOME (HUEYTOWN) submitted voluntary establishment closure affirmations. Mr. Bishop made a motion, seconded by Mr. Seal to approve the closures that were submitted. Being no discussion, the motion passed unanimously.

Mr. Perine stated he received a request from SABRINA GHOLSTON who completed an apprenticeship in 1999-2001 and passed the law exam but was unsuccessful on the funeral directors' exam. He stated she completed the certificate program at Jefferson State Community College in 2024 after starting a second apprenticeship in 2023. Mr. Perine stated her request was to reactivate her apprenticeship from 1999-2001 with time served to sit for the funeral director's exam so when successful she could become licensed without having to complete the apprenticeship that was started in 2023. Mr. Perine stated all back fees and penalties would be paid if the reactivation with time served was approved. Mr. Sorrells made a motion, seconded by Mr. Brooks to approve the reactivation with time served from 1999-2001. Being no discussion, 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.

Alabama Exam Stats (October 31, 2024 - December 13, 2024) Administered			
Alabama Exams	Pass	Fail	Average Score
Funeral Director (17)	10	7	75.1
Embalmer (5)	3	2	73
State Law Exam FD/EM (30)	19	11	
State Law Exam Cremationist (0)	0	0	

### Consent Agreements

Mr. Perine informed the Board that no consent agreements were entered into, but the following letters of reprimand had been issued

Consent agreements/ letters of reprimand	
Letter of reprimand	of Shared photos of deceased in an educational setting without NOK permission. (Coroner Call)
Letter of reprimand	Keep personal matters out of professional setting
Letter of reprimand	Business posted Facebook as being open before the inspection date
Letter of reprimand	Failed to contact probate judge at the correct time per Code of Alabama , 1975 §34-13-11

Mr. Sorrells made a motion and seconded by Mr. Bishop to accept the Executive Director's letters of reprimand as presented. Being no discussion, the motion passed unanimously.



### **Continuing Education Course Request**

Mrs. Grogan presented for the Board's approval a list of 37 programs available to licensees, with 4 of those courses given interim approval pursuant to Alabama Funeral Service Administrative Code 395-X-1-.04. Mrs. Grogan informed the Board that the programs had been reviewed for questionable content and none had been found. Ms. Hill made a motion, seconded by Mr. Sorrells to approve the new continuing education courses as presented. Being no discussion, the motion passed unanimously.

### **Other Business**

Mr. Perine informed the Board that the Board uses email as its main form of communication to get important information to all licensees and establishments. This is done via a quarterly newsletter. These newsletters are filed with history and archives as required by the State of Alabama. If additional information needs to be relayed to licensees, it is done via email thru campaign intelligence. All notices and newsletters are also available on the Board's website after they are dispersed providing transparency with licensees as well as the public.

Mr. Williams stated he would like the Board to look at adding a program requiring applicants for a cremationist license to complete a course of training which includes assisting in a designated number of cremations prior to licensing. Mr. Perine stated the crematory operator training course is the only training that is available to cremationist applicants, which does not include specific cremation practices and procedures. There is no hands-on cremation training required for licensing as a cremationist but could be added to the requirements for licensing. Mr. Williams stated transport services are not regulated in the state, and he had been approached by several transport services asking the Board to consider regulating transport services to ensure businesses and employees are vetted and receive some training i.e.: ethics, bloodborne pathogens and background checks. Mr. Perine stated research could be done looking at other states and their regulations which could lay the ground work for the possibility of regulating transport services. Following discussion Mr. Williams asked for any questions from those in attendance.

### **Questions**

### **Adjournment**

Being no questions from those in attendance, A motion to adjourn the meeting was made by Mr. Brooks and seconded by Mr. Seal. The motion passed unanimously. The meeting adjourned at 9:50 AM. Mr. Perine stated dates and time to reconvene would be voted on during the joint meeting to follow.

Minutes submitted by: E. Denise Grogan.

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J. Douglas Williams, Presiding Officer

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Charles M. Perine, Executive Director