



ALABAMA BOARD OF FUNERAL SERVICES

Funeral Division Meeting Minutes

April 1, 2025

Prior Notice

Prior notice of the April 1, 2025 third quarterly board meeting of fiscal year 2025 was posted on the Secretary of State website January 9, 2025. Meeting information was distributed to licensees via the quarterly newsletter on March 7, 2025. 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. Burt.

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, Karen Jones-Smith James Seal, 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 member was absent: Rachel Arrington

Welcome/Remarks by the Chair

With a quorum established, Mr. Williams called to order the third quarterly business meeting of fiscal year 2025 at 9:00 AM. Mr. Williams excused the absence of the member who was 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 1, 2025, 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 Ms. Jones-Smith 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 7, 2025, meeting. Mr. Burt made a motion, seconded by Mr. Bishop to accept the minutes as presented. Being no discussion, the motion passed unanimously.

Old Business

None

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: CHRISTOPHER JONES, JAKE BUTLER, T. GARRETT HUGHES, TICOLE CHESTER, JAKE BUTLER, SAWYER DOWNS, VENEKA WILLIAMS, JADEN WRIGHT, CASSIDY COFFEY, ANGEL WILSON, JIMMY MAYO, JOHN PARRACK, MARILYN HANNAH, HALEY RODGERS, BETRICE MORRISSETTE, TIFFANY MOORE, JIMMY STEWART, WALTER LACEY, ARRILLIAN BUSHELON, EARKIYAH KING, EDLRICK BROWN, LAFAITH PHILLIPS, LAKEITHA SEROYER, CHERLY MEEKS, DONALD SKAGGS, JR., ZACHARY FRICKS, KENNETH BISHOP, JR., RUSSELL ULMER, HALEY TEAGUE, JEREMY MEETZE, ULYSSES HOUSTON, HANNAH HENSON. Mr. Brooks made a motion, seconded by Ms. Hill to approve the new license. 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 for reactivation as Funeral Director and Embalmer: GENE SMITH. Funeral Director, Embalmer and Cremationist: ANDREW WACKERLE AND GABRIEL MAXWELL. Mr. Sorrells made a motion, seconded by Ms. Jones-Smith to approve the reactivations. Being no discussion, the motion passed unanimously.

Mr. Perine informed the Board that Robert Perry allowed his funeral director and embalmer licenses to expire. Following a review of Mr. Perry's file and Board records no passing score on the Board's laws, rules and regulations exam could be found for Mr. Perry. Mr. Perry was informed that he would have to take the Alabama laws, rules, and regulations exam to reactivate his license. Mr. Perine presented a request from Mr. Perry asking that he be allowed to reactivate without taking the laws, rules and regulations exam. Following discussion and hearing from the Board's legal counsel, Mr. Burt made a motion, seconded by Mr. Seal to deny Mr. Perry's request to wave the laws, rules, and regulations exam in accordance with the Administrative Code 395-X-2-.02 (4)(d) which requires completion of the laws, rules and regulations exam with a passing score if no score is on file. Being no further discussion, the motion passed unanimously.

Establishments

Mr. Perine asked the Board to consider the following establishments for licensure: HANCEVILLE FUNERAL HOME (C/O) (HANCEVILLE), MILLER FUNERAL HOME, CREMATORY & ALABAMA AQUAMATIONS (C/O) (OXFORD), AARON'S BIRMINGHAM MORTUARY (C/O) (BESSEMER). Mr. Brooks made a motion, seconded by Mr. Sorrells to approve the establishments and/or registrations. Being no discussion, the motion passed unanimously.

Establishment Denials/Closures

Mr. Perine informed the Board that there were no establishment denials or closures.

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 (January 2025 – April 2025) Administered			
Alabama Exams	Pass	Fail	Average Score
Funeral Director (10)	5	5	74
Embalmer (6)	2	4	71.7
State Law Exam FD/EM (26)	24	2	
State Law Exam Cremationist (2)	1	1	

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	Establishment failed to report manager vacancy to the Board
Letter of reprimand	Establishment failed to retain copies of records required by the Board
Letter of reprimand	Failed to contact probate judge at the correct time per Code of Alabama , 1975 §34-13-11

Ms. Hill made a motion and seconded by Ms. Jones-Smith 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 90 programs available to licensees, with 6 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. Mr. Sorrells made a motion, seconded by Mr. Brooks to approve the new continuing education courses as presented. Being no discussion, the motion passed unanimously.

Legislation

Other Business

Mr. Perine stated there would be a bill in the next legislative session to address the funding for the preneed division which may include a disposition fee, consumer fee, or increase in licensing fees. Mr. Perine stated this would be during an election year and would take time to draft the bill beginning in July of 2025. Mr. Perine asked the Funeral Division Board members if there were any issues they wanted addressed in the upcoming bill. 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 currently 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. Mr. Seal asked that changes be made to insurance licensing for preneed sales agents. Mr. Perine stated this would be a conversation during the Preneed Division meeting. 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. Sorrells. 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.

J. Douglas Williams, Presiding Officer

Charles M. Perine, Executive Director