



ALABAMA BOARD OF FUNERAL SERVICES

PRENEED MEETING MINUTES

April 01, 2025

Prior Notice

Prior notice of the April 01, 2025, third quarterly board meeting of fiscal year 2025 was posted on the Secretary of State website January 17, 2024, and the information was distributed to licensees via the quarterly newsletter on December 11, 2024. The meeting was held at 12:04 PM in the Board's office located at 4276 Lomac Street, Montgomery, Alabama 36106.

Call to Order

Roll Call of the Board

At 12:04 PM, Mrs. Collins, presiding officer, asked Ms. Laura 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; Courtney Smith, Financial Specialist; and Brenton Smith, Legal Counsel.

Welcome/Remarks by Chair

With a quorum established, Mrs. Collins called to order the third quarterly preneed business meeting of fiscal year 2025. 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 April 01, 2025, meeting. Mrs. Collins asked if any member had any conflict of interest with any items on the agenda. Being none, Mrs. Haskell made a motion, seconded by Mr. Morrison to set the agenda as presented. Being no discussion, the motion passed unanimously.

Business

Approval of Minutes

Mrs. Collins asked the members to review the minutes of the January 07, 2025, Board meeting. After review, Mrs. Morrison made a motion, seconded by Mr. Anderson, to approve the minutes of the January 07, 2025, Board meeting. Being no discussion, the motion passed unanimously.

Approval of Licenses

Preneed Sales Agents

Having met the requirements for licensure and registration, Mr. Perine asked the board to consider the following individuals for licensure and registration of a Preneed Sales Agent: Wendy White, Susan Payne, Quang LeDu, Gene Smith, Jr., Michael Booker, II, Joanna Gravitt, Billiejo Wellinski, Misty De La Cruz, Kimball Leon Parker, Joseph Courtney, Robert Deaton, Kerry O'Farrell, Haley Cannon, Stephanie Carter, Larry Harris, Ronald Mitchell, Tony Meeker, Caroline Golden, Megan Higgs, Cheyenne Deakle, Ashlee Works-Cooper, Elijah Fowler, Karen Cook, Denise Ogle, Sherry Lesesne, Madison Booth, and Dennis Painter, Sr. Mr. Anderson made a motion, seconded by Mrs. Haskell, 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 asked the board to consider the following entity for licensure and registration of a Certificate of Authority: Cherokee Memorial Funeral Home. After a brief

discussion, Mr. Morrison made a motion, seconded by Mrs. Haskell to approve the licensure and registration of Cherokee Memorial Funeral Home as a Certificate of Authority without approving the funding with a Letter of Credit. Being no further discussion, the motion passed unanimously.

Preneed Problems and Solutions

Ms. Sullivan discussed with the Board members the findings that have been discovered with the implementation of annual reporting, mini examinations, and the process of transferring ownership of Certificates of Authority. Ms. Sullivan offered the board members a proposal as a solution to the difficulties the Preneed Division has been facing. Mainly, an educational class is needed to present to the industry professionals to help give a better understanding of the way the board's idea of processes is to be completed and to also give a clearer understanding of the selling of preneed.

Preneed Database

Mr. Perine informed the board members that Section 34-13-192 (d) was added into the law when the regulation moved to the Board of Funeral Services, which says that the board may create a preneed database for consumers to search if a loved one has ever had a preneed contract before. With the occurrence of several events, as well as the nature of complaints received by the board, Mr. Perine asked the board members to decide if this is something that we needed to begin to pursue. After discussion, Mrs. Haskell made a motion, seconded by Mr. Anderson, to begin to pursue and research various options for the best way to incorporate the preneed database. The motion passed unanimously.

Discipline

Mr. Perine informed the board members of the following consent agreement that was entered into between January 08, 2025, and April 01, 2025:

Case No.	Charge	Penalty
	1. Failure to provide required documentation.	Fined \$200.00
	2. Evidence of any discrepancies	Fined \$200.00
	3. Evidence of any obvious issues or discrepancies between the contract files sample and the company's records.	Fined \$800.00
	4. Failure to format and complete preneed log in compliance with applicable statutes or regulations.	Fined \$500.00
	5. Failure to use a current approved trust to fund preneed.	Fined \$1,000.00
	6. Failure to maintain a log of burial space, niche, and crypt sales.	Fined \$500.00
	7. Failure to entrust appropriate amount to the endowment care fund in a manner that aligns with the relevant requirements in effect at the time of the contract, both appropriately and in a timely fashion.	Fined \$500.00
Total Fine: \$3,700.00		
This amount will be suspended for a time period of two years from the date of this agreement. If the amended corrective action plan has been fully complied with and implemented at the conclusion of the two-year period, this amount will be waived.		

Mr. Shake made a motion, seconded by Mr. Morrison, to accept the Executive Director's consent agreement as presented. Being no further discussion, the motion passed. Mr. Anderson abstained from voting.

Legislation

Mr. Perine asked the board members to submit ideas and suggestions relating to preneed regulation that they would like to see addressed in the upcoming bill proposal.

Business/Adjournment

Mrs. Collins addressed the board and asked for any further questions, comments, or concerns. Being none, Mr. Anderson made a motion, seconded by Mrs. Haskell to adjourn the business meeting and reconvene on July 16, 2025, at 11:00 AM. The motion passed unanimously. The meeting adjourned at 1:16 PM.

Bry'Onda Collins, Presiding Officer

Charles M. Perine, Executive Director