



ALABAMA BOARD OF FUNERAL SERVICES

PRENEED DIVISION MEETING MINUTES

October 07, 2025

Prior Notice

Prior notice of the October 07, 2025, first quarterly board meeting of fiscal year 2026 was posted to the Secretary of State website on January 09, 2025. Meeting information was distributed to licensees via the quarterly newsletter on September 08, 2025. The meeting was held at 11:00 AM in the Board's office located at 4276 Lomac Street, Montgomery, Alabama 36106.

Call to Order

Roll Call of the Board

At 11:00 AM, Mrs. Bry'Onda 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, and Bry'Onda Collins.

Staff present: Charles Perine, Executive Director; Laura Sullivan, Associate Executive Director, recording; Octavia Johnson, Accountant; Courtney Smith, Financial Specialist; Haleigh Smith, Accounting Technician; Latricia Harris, Licensing/Regulatory Compliance Field Officer; Michael Scott Powell, Licensing/Regulatory Compliance Field Officer; and Brenton Smith, Legal Counsel.

The following board members were absent: Jennifer Haskell.

Welcome/Remarks by Chair

With a quorum established, Mrs. Collins called to order the first quarterly joint business meeting of fiscal year 2026. 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 October 07, 2025, meeting. Mrs. Collins asked if any member had any conflict of interest with any items on the agenda. Being none, Mr. Morrison made a motion, seconded by Mr. Shake 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 July 16, 2025, board meeting. After review, Mr. Anderson made a motion, seconded by Mr. Shake, to approve the minutes of the July 16, 2025, board meeting. Being no discussion, the motion passed.

Approval of Licenses

Preneed Sales Agent

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: Letita Reed, Stacey Simpson, Ann Bishop, Frank Banks, Marvin Wilson, Samuel Mann, Carole Banks, Victoria Deane, Alexis DeFreitas, Tammy Sharp, Sharon Moody, Tony Crouch, Leonetta Prevo, Arielle Crittenden, Haven Merrill, Humberto Vasquez, Michell McCarver, Tynarmia Miller, David Hayes, Terry Davis, Raechelle McCoy, Emily Mauffray, Heidi Rajecki, Trinity Hollis, Sherri Taylor, Savio Dias, Tina Courtney, Brooke Pennington, Kaylee Clarke, Courtney Jackson, Ruth Stone, Robert Branch, Robert Proper, and Jesus Hernandez. Mr. Shake made a motion, seconded by Mr. Anderson, to approve the licensure and registration of the individuals listed above as Preneed Sales Agents. Being no discussion, the motion passed unanimously.

Certificate of Authority

Having met the requirements for licensure and registration, Mr. Perine asked the board to consider the following entities for licensure and registration as a Certificate of Authority: Sharpley McCarver Funeral Home and Banks Memorial Funeral Home & Cremations. Mr. Morrison made a motion, seconded by Mr. Anderson, to approve the licensure and registration of the entities listed above as a Certificate of Authority. Being no discussion, the motion passed unanimously.

Transfer

Having met the requirements for transfer of ownership, Mr. Perine asked the board to consider the following entity for transfer of ownership of a Certificate of Authority: MarPov Enterprises, LLC dba Wilson Funeral Home & On-Site Crematory. Mr. Shake made a motion, seconded by Mr. Morrison, to approve the transfer of ownership for the entity listed above. Being no discussion, the motion passed unanimously.

Certificate of Authority Request with Condition(s)/Funding Agreement

Mr. Perine informed the board that Decatur Brown Service is seeking to obtain a certificate of authority license, but does not currently have a full financial statement, due to the business being a new business. Pursuant to Administrative Code 395-X-9-.08, the business has requested to enter into a funding agreement with the board that states that upon issuance of the certificate of authority license, all preneed contracts will be funded 100% with either trust or insurance until the minimum equity requirements can be determined through a financial statement from the entity. After discussion, Mr. Shake made a motion, seconded by Mr. Anderson, to approve the funding agreement for Decatur Brown Service to obtain a certificate of authority license. Being no further discussion, the motion passed unanimously.

Renewal Equity Deficit

Mr. Perine provided the board members with a list of 14 certificate of authority licenses that renewed the license but failed to meet the minimum equity requirements. These licensees have submitted supplemental instruments that will be used to make up for the equity deficits in order to renew the certificate of authority license. After a brief discussion, Mr. Anderson made a motion, seconded by Mr. Morrison to accept the supplemental equity entries and approve renewal of the certificate of authority licenses. Being no further discussion, the motion passed unanimously.

Cease and Desist

Mr. Perine informed the board of the following entities that failed to renew the certificate of authority license and have been issued a cease and desist notice: Pinelawn Gardens, Spry FH, LLC dba Spry Memorial Chapel Funeral Home, Harmony Funeral Home & Memorial Park, LLC, Moore Chapel Funeral Home, Inc. dba Bell's Hudson, Marion Health Ventures, Inc. dba Hampton Cove Funeral Home & Cemetery, Clark Funeral Home, Inc. dba Clark Memorial Funeral Service, Kirk's Funeral Chapel, Inc., Reese Funeral Home, Inc., Faith Memorial Chapel, LLC, Keahey-Carpenter, Inc. dba Keahey Funeral Homes, People Funeral Home, Inc., Calley Funeral Home, Inc., Walker Chapel Funeral Home & Memorial Gardens, LLC, Williams Service Funeral Home, Inc., Wright's Funeral Home, LLC, Fowler Family Funeral Home, Greenhill Funeral Home, Inc., Harrison Funeral Services, LLC, Wiregrass Funeral Home, JJFH, LLC dba Marshall Memorial Funeral Home, Burt Funeral Home, Eastwood Memorial Gardens, Burningtree Memorial Gardens, Montgomery Memorial Cemetery, Limestone Memorial Gardens, and Moore Chapel Funeral Home, Inc. dba Bell's Liptrot. After discussion, Mr. Shake made a motion to ratify the cease and desist letters, seconded by Mr. Anderson. Being no further discussion, the motion passed unanimously.

Consent Agreement

Mr. Perine informed the board of the following two consent agreements that have been entered into with the board: ABFS25-0078 for falsely stating that they have never been convicted of a felony or misdemeanor on the application, and ABFS 25-001 for failing to timely provide reports and records to the Board pursuant to the Board's request. Mr. Morrison made a motion, seconded by Mr. Shake to ratify the consent agreements. Being no discussion, the motion passed unanimously.

License Count

Mr. Perine informed the board of the following license count as of October 01, 2025:

Active License Count FY25:

<u>License</u>	<u>Active Count</u>	<u>Applications Received YTD</u>	<u>Licenses Issued YTD</u>
Apprentice Funeral Directors:	188	97	91
Apprentice Embalmers:	111	64	68
Licensed Funeral Directors:	1564	85	81
Licensed Embalmers:	917	54	52
Licensed Cremationists:	360	29	30
Licensed Practical Embalmer:	0	0	0
Special Work Permit Funeral Directors:	0	0	0
Special Work Permit Embalmers:	0	0	0
Special Work Permit Cremationists:	0	0	0
Licensed Mortuary Services:	5	0	0
Licensed Establishments:	476	1	1
Continuing Education Providers:	39	0	0
Certificates of Authority:	207	10	5
Branch Registrants:	111	3	3
Preneed Sales Agents:	687	171	154
Cemeteries (End/COA)*:	184/125	2	2
Inactive Certificates of Authority:	66		
Inactive Branch Registrants:	22		
	Total: 4878		
Total Crematories	74	1	1

Background Checks FY2025 YTD:

388

Return-3

Preneed Applications Pending:

<u>Change of Ownership</u>	<u>New COA/Branch</u>	<u>Endowment Care</u>
1	1	1

Inspections YTD:

Completed:	482	
Compliant:	371	
Non-Compliant:	111	
Need Reinspection:	0	
Board Notice:	4	
Inspection Citation:	14	\$8,200.00
Special Inspection:	15	

Exams FY25 YTD:

Alabama Funeral:	61
Alabama Embalmer:	21
LRR FD/EM:	116
LRR Cremationist:	7

Preneed Exams:

	<u>Completed</u>	<u>Compliant</u>	<u>Non-Compliant</u>	<u>Pending</u>
Mini Exam:	20	9	6	5
Full Exam:	2	0	2	4

Preneed Reports Calendar Year 24:

Number of Outstanding Contracts:	178,898
Total Amount of Outstanding Contracts:	\$637,302,033.87
Total New Contracts Written 2024:	17,767

Complaints FY2 YTD:

	<u>Funeral</u>	<u>Preneed</u>	<u>Cemetery</u>
Received	55	29	37
Resolved	40	10	6
Reprimand/Consent	6	0	0
Pending	10	13	31
Pending Admin Action	5	6	

Legislation

Mr. Perine informed the board that after the board voted to amend Administrative Rule 395-X-12-.02 and Administrative Rule 395-X-12-.04 in the previous board meeting pertaining to the Cemetery Property Sales Log and the required content, the public comment period began September 01, 2025, and ended October 03, 2025. During that time, one comment was submitted. Mr. Perine opened the floor to public comments from all present. After discussion, Mr. Anderson made a motion, seconded by Mr. Morrison, to accept the amendments as written to be certified with the Legislative Reference Service (LRS). Being no further discussion, the motion passed. Mr. Shake abstained from voting.

Other 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 Mr. Shake, to adjourn the business meeting and reconvene on January 06, 2026, at 11:00 AM. Being no further discussion, the motion passed unanimously. The meeting adjourned at 11:42 AM.

Minutes submitted by: Laura Sullivan.

Presiding Officer

Charles M. Perine, Executive Director