

REGULAR BOARD MEETING

MINUTES

August 13, 2014

The North Carolina Board of Funeral Service met for a duly scheduled Board Meeting at 9:00 a.m. on August 13, 2014, at the Board's office, 1033 Wade Avenue, Suite 108, Raleigh, North Carolina.

Present: Kelly Byrd, President; Ken Stainback, Vice President; John Shields, Charles Graves, Elizabeth Williams-Smith, Tryphina Wiseman, Stephen Aldridge III and Lawrence Jackson III.
Absent: Broadus Combs.

Also Present: Peter M. Burke, Executive Director; Stephen N. Dirksen, General Counsel; Daniel Armstrong and Patricia Hayes with North Carolina Funeral Directors Association; Dorman Caudle with Carolina Donor Services; Fred Jordan with Miracles in Sight; Dan Funchess, Funeral Service Licensee; Randy Graham and Vann Barbee with Durham Funeral & Cremation, and Lyn Cochrane.

Mr. Byrd called the meeting to order at 9:07 a.m., led the Pledge of Allegiance, and had a prayer.

Mr. Byrd read the Ethics Statement. Ms. Wiseman stated she attended the National Funeral Directors & Morticians Association convention in Dallas, Texas, last week.

Mr. Byrd asked the guests to introduce themselves and moved the Public Comment from the end of the meeting to the beginning.

Public Comment: There was none.

In Mr. Combs' absence, Mr. Stainback presented the July 9, 2014, minutes. Mr. Byrd stated there was one correction in paragraph six on the first page. The "then asked" should be removed. Mr. Burke stated two corrections had been made since the minutes were mailed to Board members but the ones in the book were corrected. Mr. Graves made the motion to accept the minutes with the correction and Mr. Aldridge seconded. The motion carried.

Continuing Education Committee: There was no report.

Preneed Committee: Mr. Byrd presented to report.

There are 657 licensed preneed funeral establishments, 1,679 individuals licensed to sell preneed and 171,795 active contracts as of August 12, 2014. One funeral home has had a change of name and ownership: Padgett Funeral Home, Wallace. Three new preneed funeral establishment licenses have been issued: Bennett Funeral Service, Conover; Haskins Funeral Home, Goldsboro; Ingram Funeral Home & Cremation Society, Mooresville. Mr. Aldridge made the motion to approve the recommendation and the preneed report. Ms. Wiseman seconded and the motion carried.

Disciplinary Committee: Ms. Wiseman stated the Committee met via teleconference the report had been sent to Board members. Ms. Wiseman made the motion to accept the recommendations for C14-003, V12-061, M14-015, and M14-016. Mr. Graves seconded and the motion carried.

Ms. Wiseman made the motion to accept the addendum recommendations for C14-010, M14-001, M14-011, and M14-012. Mr. Jackson seconded and the motion carried.

Finance & Personnel Committee: In Mr. Combs' absence, Mr. Aldridge presented the report. The committee met via conference call August 1 to discuss a personnel matter. Discussion ensued regarding preparation of the 2015 budget. Questions ensued. Mr. Aldridge made the motion to approve the financials and Mr. Graves seconded. The motion carried.

Attorney Report: Mr. Dirksen presented his report and stated the report was for information only and discussed the current case docket.

Executive Director's Report: Mr. Burke presented the following information.

New Funeral Establishments: Ingram Funeral Home & Cremation Society, Mooresville; West & Dunn Funeral Home, Erwin (change of ownership)

New Funeral Service Licensees: Cheryl Godbout, Hallie Lambert, Aubrey Mitchell, Robert Polydys III, Shaila Riendeau, Stephen Sconfitto.

New Funeral Director Licensee: Wanda Hunter, Joe Lawing, David Williams, George Yuhas.

New Trainees: James Alberty, Jr., Brittany Lawrence, Olga Manning, Dylan Matthews, Kendrick McDougald, Chiyako McNeill-Williams, Gerald Myrick, Joy Warren, Vera Witherspoon.

New Transport Registrations: Charles Coleman, Abdullah Whitaker.

There have been no legislative changes to report since the July meeting.

Information was requested on August 4 and due August 8 from all occupational boards that own their property by the State Property Office.

A survey to all occupational boards from the Program Evaluation Division was returned by the July 31 deadline

The Office of State Budget and Management's cost collection worksheet report was returned by their July 31 deadline.

Mr. Burke and Mr. Byrd will attend the ICFSEB Model Practice Act Committee meeting August 25-28 in Newport Beach, California.

The new Cremation Manual is on the Board's website and can be printed.

Trainee Committee: Ms. Wiseman stated Trainee 1 had missed one report and Trainee 2 had missed two reports. Recommendation is to lose credit for the missed reports and both to resume September 1, 2014. Ms. Wiseman made the motion to accept the recommendations. Mr. Aldridge seconded and the motion carried.

Old Business: There was none.

New Business: Ms. Wiseman and Mr. Shields discussed opportunities for Board members to have more regular interaction with the staff. Discussion ensued.

Ms. Wiseman made the motion to go into closed session to discuss a personnel matter. Mr. Jackson seconded and the motion carried.

Mr. Aldridge made the motion to return to open session and Mr. Graves seconded. Mr. Byrd stated during closed session they discussed personnel issues and an attorney-client matter. No action was taken.

At this time the Board recessed to prepare for the 10:00 a.m. Hearing.

After the hearing Mr. Stainback made a motion to return to open session. Mr. Jackson seconded. Mr. Graves made a motion to allow the dissolve the Stanly Mutual Burial Association. Mr. Aldridge recused himself from the vote. Mr. Stainback seconded and the motion carried. Mr. Aldridge did not participate in the vote.

Mr. Stainback made the motion to adjourn the meeting and Mr. Jackson seconded. The motion carried

M. Kelly Byrd, President

J. Broadus Combs, Secretary