

BOARD MEETING

MINUTES

June 10, 2015

The North Carolina Board of Funeral Service met for a duly scheduled Board Meeting at 9:00 a.m. on June 10, 2015, at the Board's office, 1033 Wade Avenue, Suite 108, Raleigh, North Carolina.

Present: Ken Stainback, President; Stephen Aldridge, Vice President; Elizabeth Williams-Smith, Secretary; Charles Graves, Joe Clay, Valdus Lockhart, Kelly Byrd, John Shields and Broadus Combs.

Also Present: Peter M. Burke, Executive Director; Stephen N. Dirksen, General Counsel; Dorman Caudle with Carolina Donor Services; Tom Schneider with North Carolina Funeral Directors Association; Michael Rulison with Funeral Consumers Alliance of the Triangle, and Board staff members Lyn Cochrane and Dara Warner.

Mr. Stainback called the meeting to order at 9:08 a.m. and read the Ethics Statement. Ms. Smith will recuse herself from Disciplinary Case M15-009.

Mr. Stainback led the Pledge of Allegiance and asked for a moment of silence.

The guests introduced themselves.

Ms. Smith stated the minutes for the May 6 meeting had been previously submitted to Board members and made the motion to approve them. Mr. Graves seconded and the motion carried.

Preneed Committee: Mr. Byrd stated the report was for information only.

There are 656 licensed preneed funeral establishments and 1,693 individuals licensed to sell preneed as of June 8, 2015. There are 170,922 active contracts as of June 9, 2015.

Disciplinary Committee: Ms. Smith stated the committee met via teleconference on June 4, 2015 and presented the report. Ms. Smith made the motion to accept the recommendations for C13-087, C13-090, C14-030, C14-040, C15-015, C15-020, C15-027, C15040, C15-024, C15-034, Addendum M10-025, M15-001, M15-012, and M15-019. Mr. Graves seconded and the motion carried. Mr. Byrd made the motion to accept the recommendation for M15-009 and Mr. Graves seconded. The motion carried and Ms. Smith did not participate in the vote.

Finance/Personnel Committee: Mr. Aldridge reviewed the financials. Mr. Aldridge made the motion to approve the report and Mr. Byrd seconded. The motion carried.

Attorney Report: Mr. Dirksen presented his report for information only. There were four hearings scheduled and these four settled with consent orders. There is one hearing scheduled for 10:00 a.m.

Questions ensued regarding the number of complaints received for 2015.

Mr. Dirksen thanked the Board for allowing him to attend National Institute for Trial Advocacy class on Building Trial Skills in Chapel Hill last month.

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

New Funeral Establishment: Bryant-Grant Funeral Home, Franklin; Legacy Funeral Home & Cremation Service, Rockingham.

New Funeral Director Licensees: Trey Duncan, Daniel Marley, Judith Picard.

New Funeral Service Licensees: Leida Cooper, William Knight.

New Trainees: Tremecia Bell-Wilson, April Breed, Donald Copley, Kevin Knox, Katrina McLean, Sidney McLean, Katherine Puckett, Carla Simpkins, Corey Smith, Gloria Stephens, Brittney Vermillion, Tionna White

New Transporters: Joseph Kental

The Cremation and Preneed Contract Fee graphs were reviewed.

Mr. Burke, staff member Beth Prindiville, Inspectors Inez Green and Susan Mitchell toured the new Office of the Chief Medical Examiner June 3. Dr. Radish met with them; Ms. Yorkdale asked if the Board would help publicize their new "Release of Remains" form on its website. This form is effective July 1 and is now available under Forms on the website.

Mr. Burke along with Mr. Schneider and NCFDA lobbyist Jon Carr met with Representatives Boles, Alexander and Hunter on H296. All are interested in having this passed this session.

Mr. Burke, Inspectors Green and Brett Lisenbee will attend the Funeral Directors and Morticians Association of NC, Inc. meeting in Concord June 15 thru 17.

Mr. Stainback will not be able to present the Board Report at this meeting and asked Mr. Lockhart to represent the Board. Mr. Lockhart will do so.

Mr. Burke gave highlights from the Ontario Board of Funeral Service Preceptor Training class on May 12-14. Since one of the participants was not able to attend, Mr. Burke was asked to participate instead of observe. Questions ensued. Vicki McCoy, Manager of Education and Communications has expressed interest in coming to explain their program to the Board.

Trainee Report: Mr. Combs stated four trainees were scheduled to meet with the Committee this morning and two responded.

Trainee #1 missed two reports. Recommendation is to lose credit for May and June 2015 cases and resume traineeship July 1.

Trainee #2 did not show up. Recommendation is to terminate traineeship until information regarding military activities is provided.

Mr. Byrd made the motion to accept the recommendations. Mr. Graves seconded and the motion carried.

Old Business: None

New Business: Mr. Byrd discussed the OSHA requirements for labeling on prep room door and how it differs from what is stipulated in the law book.

Public Comment: Mr. Rulison made comments regarding the FTC funeral rule statement "...if relevant" in the direct cremation section.

Mr. Aldridge made the motion to go into closed session to discuss a personnel matter. Mr. Byrd seconded and the motion carried.

Mr. Byrd made the motion to return to open session and Mr. Graves seconded. The motion carried and Mr. Stainback stated the Board had discussed a personnel issue.

The Board recessed at 10:35 to prepare for the hearing.

The Board returned to open session. Mr. Stainback offered Mr. Aldridge sympathy on behalf of the Board on the passing of his father. Mr. Byrd made the motion to adjourn at 11:08. Mr. Combs seconded and the motion carried.

Kenneth D. Stainback, President

Elizabeth Williams-Smith, Secretary