

REGULAR BOARD MEETING

MINUTES

March 13, 2013

The North Carolina Board of Funeral Service met for a duly scheduled Board Meeting at 9:00 a.m. on March 13, 2013, at the Board's office, 1033 Wade Avenue, Suite 108, Raleigh, North Carolina.

Present: Harris High, President; J. T. Willoughby III, Vice-President; Ken Stainback, Secretary; Broadus Combs, Kelly Byrd, Lawrence Jackson III, and Stephen Aldridge III. Absent: John Shields and Tryphina Wiseman.

Also Present: Peter M. Burke, Executive Director, Stephen N. Dirksen, General Counsel, Patricia Hayes and Larry Stegall with North Carolina Funeral Directors Association, Dorman Caudle with Carolina Donor Services, Terrell McMillan, Trainee, Dan Funchess and William Joyner, Funeral Licensees, Gary Ballance, attorney, and Lyn Cochrane.

Mr. High called the meeting to order at 9:30 a.m., led the Pledge of Allegiance, had the invocation and read the Ethics Awareness & Conflict of Interest statement.

Mr. Stainback presented the February 13, 2013, minutes. Mr. Combs made the motion to approve the minutes and Mr. Byrd seconded. The motion carried.

Preneed Committee: Mr. High stated the Committee had not met since February 8.

There are 170,871 active contracts as of March 12, 2013; 660 licensed preneed funeral establishments; and 1,654 individuals licensed to sell preneed as of March 12, 2013. Mr. High stated this report was for information only.

Traineeship Committee: Mr. Combs stated the Committee had met prior to the Board meeting and presented the following recommendations. Trainee #1 missed two reports and will lose credit for February and March and will have to start traineeship on April 1, 2013. Trainee #2 missed two reports and will lose December, January, February and March and will have to restart traineeship on April 1, 2013. Mr. Byrd made the motion to accept the recommendation. Mr. Willoughby seconded and the motion carried.

Disciplinary Committee: Mr. Byrd stated the Committee met by teleconference on March 7 and presented the recommendations. Mr. Byrd noted there was an addendum. Discussion ensued. Mr. Byrd made the motion to accept Case V-12-071, C13-001, C13-002, V12-609, V12-081 (which includes concurrent cases V12-081, C13-011 and C13-012) and M13-009. Mr. Aldridge seconded and the motion carried.

Mr. Byrd made the motion to accept Consent Order V12-077 and the Addendum, Case V09-074 (which includes concurrent case V10-065) and M13-008. Mr. Jackson seconded and the motion carried.

Finance/Personnel Committee Mr. Willoughby stated the Committee had not met since November 13, 2012. A Board Member would like the Committee to look at paying down the mortgage. This will be discussed later in the year. Questions ensued. After reviewing the financials, Mr. Willoughby stated the report was for information only.

Laws & Rules Committee: Mr. Stainback stated the Committee had met by teleconference on March 8. The Committee approved the draft version of the Legislative changes approved by the Board at the Board meeting in February. The Committee also reviewed the public comment document received and Mr. Burke did respond to it. At this time Mr. High recused himself from discussion and asked Mr. Willoughby to take over. Mr. Byrd made the motion to accept the changes and Mr. Aldridge seconded. Mr. High continued the meeting.

Attorney Report: Mr. Dirksen presented his report. Mr. High continued one of the two hearings scheduled to begin at 10:00 a.m. today and the other was dismissed by Disciplinary. The two hearings scheduled to begin at 1:00 p.m. today will be heard. The attorney for the Thursday hearing will make a motion for continuance later in the meeting. Mr. Dirksen stated the report was for information only.

Executive Director's Report: Mr. Burke presented the report.

New Funeral Homes: H. D. Pope Funerals & Cremation Service, Nashville; Benson Funeral & Cremation Service, Mt. Holly

New Crematory: Jefferson Crematory, LLC, Kernersville

New Funeral Service Licensees: Corey Gaddy, Joseph Gaylon, Lisa Williams

New Funeral Director Licensees: David Carter, Erik Johnson, Calvin Gladden

New Trainees: Kurt Hess, Ronda Earl, Edgar Juergens, Elizabeth Evans, Kenya Chiles

New Transport/Removal: Beth O'Renick, Morganton; James Davis, Greenville; Gale Holbrook, Elkin; Heather Florido, Winston-Salem; Jesse Burgess, Salisbury; Jarrett Clontz, Morganton; Corey Gaddy, Charlotte

Exam Notes: Six applicants took Laws & Rules; five passed, one failed.

N. C. Department of State Auditor completed their fieldwork on February 22. The report should be completed in 4 to 6 weeks. The Board auditor will be invited to the Exit Interview.

NC Medical Board met with several interested agencies to discuss the electronic death registration.

Mr. Burke attended, along with the Executive Committee, and reviewed The International Conference of Funeral Service Examining Boards Conference in Las Vegas, Nevada.

Board Members are reminded that Statement of Economic Interest with Ethics Commission is due by April 15.

Board legislation was submitted to Bill Drafting.

The next inspector meeting will be Tuesday, March 19.

A meeting is schedule with the author of the Crematory Manual. Wi-Fi has been ordered for the office. Discussion ensued.

Old Business: There was none.

Mr. High asked if there were any public comments. Mr. Stegall had questions regarding the legislation and Mr. Dirksen responded.

Mr. High recessed the meeting at 10:00.

The Board returned from recess at 10:25. Attorney Gary Ballance entered the meeting and requested a continuance on behalf of R. H. Greene Funeral Home and Nathaniel Yarbrough. Questions ensued. Mr. Stainback made the motion not to allow the continuance. Mr. Combs seconded and the motion carried. Since the continuance was not granted, the hearing for Thursday will begin at 9:00 a.m.

Mr. High recessed the meeting at 11:40 a.m. until the 1:00 hearings.

Harris High, President

Ken Stainback, Secretary