

REGULAR BOARD MEETING

MINUTES

September 13, 2013

The North Carolina Board of Funeral Service met for a duly scheduled Board Meeting at 10:00 a.m. on September 13, 2013, at the Board's office, 1033 Wade Avenue, Suite 108, Raleigh, North Carolina, and via teleconference.

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

Also Present: Peter M. Burke, Executive Director, Stephen N. Dirksen, General Counsel.

Mr. High called the meeting to order at 10:04 a.m., led the Pledge of Allegiance, had a generic prayer and read the Ethics Awareness & Conflict of Interest statement. At this time Mr. High recused himself and Mr. Willoughby led the meeting.

Mr. Willoughby asked if there were any guests and there were none.

Disciplinary Committee: Mr. Byrd stated a Disciplinary Committee report had been sent to all Board Members and deferred to Mr. Burke. Mr. Burke described the particulars of the case. Mr. Willoughby asked for the case number, and Mr. Burke noted it was M13-018. Mr. Burke reported that the Disciplinary Committee recommended summary suspension of the establishment license pending a hearing for November 13, 2013 at 10:00 AM.

Discussion ensued.

Mr. Aldridge made the motion to accept the recommendation for M13-018. Mr. Stainback seconded and the motion carried.

After a motion by Mr. Stainback and second by Mr. Combs, Mr. Willoughby adjourned the meeting 10:13 a.m.

J.T. Willoughby III, Vice President

Ken Stainback, Secretary