

BOARD MEETING

MINUTES

September 9, 2015

The North Carolina Board of Funeral Service met for a duly scheduled Board Meeting at 9:00 a.m. on September 9, 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, Broadus Combs and Kelly Byrd. John Shields was absent.

Also Present: Peter M. Burke, Executive Director; Christina Cress, General Counsel; Dan Funchess, Funeral Service Licensee, Fred Jordan with Miracles in Sight, Michael Rulison with Funeral Consumers Alliance of the Triangle, Catherine Lee with Allen, Pinnix and Nichols, Joel Branch, Funeral Service Licensee, Brad Bailey with N. C. Cemetery Commission and Board staff members Brent Lisenbee, Lyn Cochrane and Dara Warner.

Mr. Stainback called the meeting to order at 9:12 a.m. and read the Ethics Statement. No one recused themselves at this time.

Mr. Stainback led the Pledge of Allegiance and asked for a moment of silence. Mr. Stainback then stated the anniversary of the tragedy of 9-11 was up coming and asked that we remember all who perished and that all those who aided the people involved be recognized and honored.

Mr. Stainback introduced Ms. Cress and asked that she give some background information on herself. The guests then introduced themselves.

Minutes: Ms. Smith stated the minutes for the August 12 meeting had been previously submitted to Board members and if there were no corrections made the motion to approve them. Mr. Graves seconded and the motion carried.

Preneed Committee: Mr. Byrd stated the committee met via e-mail on August 25 to discuss a request from a preneed establishment to waive their surety bond requirement. Conditions have been met and committee recommends waiving the requirement. Mr. Aldridge made the motion to approve the recommendation and Mr. Lockhart seconded. The motion carried.

The committee met via e-mail on September 4 to discuss a request from a second preneed establishment to waive their surety bond requirement. The committee does not feel the firm meets the conditions for waiver and recommends denying the request. Mr. Aldridge made the motion to approve the recommendation. Mr. Lockhart seconded and the motion carried.

There are 652 licensed preneed funeral establishments and 1,713 individuals licensed to sell preneed as of September 4, 2015. There are 172,060 active contracts as of September 7, 2015. This report is for information only.

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

Trainee Committee: Mr. Combs stated the committee met prior to the Board meeting to discuss four trainees.

Trainee #1 had signed up and missed two reports with no response to letters sent to them. Recommendation is to restart traineeship.

Trainees #2 and #3 each missed one report and gave no responses to letters. Recommendation is to terminate the traineeships.

Trainee #4 missed one report with no response to a letter but has enough hours to be certified. Recommendation is to certify traineeship which means they cannot work with families until they are licensed.

Mr. Combs made the motion to accept the recommendations. Mr. Aldridge seconded and the motion carried.

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

New Funeral Establishments: Cunningham & Nelson Funeral Home, Roxboro; Donaldson Funeral Home, Pittsboro; Gibbs Funeral Home of New Bern, New Bern; McFarland Funeral Chapel, Tryon; Paradise Funeral Home, Williamston.

New Crematory: McFarland, Tryon.

New Funeral Service Licensees: Danielle Boyette, Michael Braden, Charles Crook, Kristine Jerry, Gerald Myrick.

New Funeral Director Licensees: Michael Boroff, Claude Myers III, Sharon Patterson, Keri Rickett.

New Trainees: Rhonda Bennett, Bobby Duncan II, James Early, Rumeal Ferguson, Lori Geary, Christopher Halsey, Patrick Harlow, Ashley Johnson, Jason Price, Carla Rump, Stephanie Williams.

New Unaffiliated Licensee: Donnell Gill Funeral Service Licensee, Kings Mountain.

New Transport Permits: Michael Scott Johnson, Craig Franklin Smith, Michael Williams.

The Cremation and Preneed Contract Fee graphs were reviewed.

The 2015 93B-2 Report is due at the Office of State Budget and Management on October 31st. This report gives statistical information about this agency. The report is distributed to multiple departments in state government.

On November 16 and 17 in Asheville a second Mass Fatality Program will be presented. This will be approved for 12 hours of continuing education.

Board Members wishing to tour the Office of the Chief Medical Examiner facility are invited to do so at 3:00 today.

Mr. Burke will attend The International Conference of Funeral Service Examining Boards Board of Directors Meeting Tucson September 28-30.

Questions ensued regarding the Cremation and Preneed graphs and the online renewal process.

Attorney Report: Ms. Cress stated there was no report this month since she had only worked for 4 days. Several items were discussed relating to updating the Board's database for disciplinary matters so the inspectors can access the information, organizing the files, etc.

Mr. Stainback thanked staff and Ms. Lee for their efforts during the office transition.

Old Business: None.

New Business: None

Public Comment: None.

The Board recessed at 9:45 a.m. to prepare for the 10:00 a.m. hearing.

At 1:23 p.m. Mr. Byrd made the motion to go back into open session and Mr. Combs seconded.

Mr. Byrd then made the motion to adjourn and Mr. Combs seconded. The motion carried.

Kenneth D. Stainback, President

Elizabeth Williams-Smith, Secretary