



NORTH CAROLINA  
BOARD OF FUNERAL SERVICE

Minutes

February 11, 2026 Board Meeting

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The North Carolina Board of Funeral Service convened for a duly scheduled Board meeting on February 11, 2026, via Webex.

Ms. Coleman convened the meeting at 9:02 a.m. and recognized Mr. Overcash for the Pledge of Allegiance to the flag. She asked Ms. Anderson for the invocation. Following the invocation, Ms. Coleman read the Statement of Ethics and asked if any Board members had any conflict or appearance of conflict of interest. Mr. Hilderbrand recused himself from case no. C25-0126 and Mr. Nunnaley recused himself from case no. C24-0049.

Ms. Coleman then asked for guest introductions and public comment. Hearing none, Ms. Coleman then recognized Mr. Nunnaley for the presentation of the minutes from the January 21, 2026 meeting. Mr. Nunnaley stated that staff had provided the minutes prior to the meeting for review and invited any changes or amendments. Mr. Overcash stated that Mr. Alfred Alexander's name was misspelled in the minutes. Ms. Acord Elston indicated she would make the correction. Ms. Coleman then invited a motion for approval of January 21, 2026, minutes.

***Upon a motion by Mr. Holland and a second by Mr. Worley, the Board voted unanimously by roll call to approve the January 21, 2026, minutes.***

Ms. Coleman then asked Mr. Hilderbrand to present the Disciplinary Committee report. Mr. Hilderbrand stated that staff had provided the Disciplinary Committee report prior to the meeting for review and invited questions or comments. No comments were offered. Ms. Coleman then invited motions for approval of the Disciplinary Committee report.

***Upon a motion by Mr. Hilderbrand and a second by Mr. Nunnaley, the Board voted unanimously by roll call to approve the Disciplinary Committee report with the following dispositions:***

- Summary Dismissals: C25-0123, C25-0128
- Dismissals: C25-0117, C25-0119, C25-120, C25-0121, C25-0122, C25-0124, C25-0126, C25-0127, C25-0130
- Letter of Caution: C25-0116, C25-0051, M25-0056
- Notice of Hearing: C24-0049, C25-0118, M25-0057, M25-0058, M26-0001

Ms. Coleman then recognized Ms. Acord Elston for the Executive Director's report.

**Executive Director's Report**

Ms. Acord Elston discussed the following items:

Renewals –The renewal portal was closed, and Board staff is working on getting notifications sent to all individuals who failed to renew.

Staff Update –Rebecca Williams is taking a leave of absence. A new person was hired to help in the preneed program during Ms. Williams’s absence. Mr. Dominique Tucker is set to begin work on March 2.

Applicant Background Checks – Board staff worked through some issues with the new vendor, My CRC, and the process is working well. There have been a few applicants with concerns regarding the cost, but the new system allows staff to issue licenses more efficiently.

Annual Meeting of The Conference - The Annual Meeting will be held February 23-26 at the Seelbach Hilton in Louisville KY. All attendees have been registered and reservations are confirmed.

Ms. Acord Elston reported that the Finance & Personnel Committee did not meet in February due to an unexpected staffing change at the Board’s accounting firm at the end of January. As a result, new staff were unable to complete the December financial reports in time for a meeting. The Committee will present both the December and January financials to the Board at the March meeting.

Ms. Coleman then recognized Ms. Lee for the legal report.

**Legal Report**

Ms. Lee presented the following metrics regarding disciplinary and preneed matters:

DISCIPLINARY MATTERS

Current Active Cases: 84

Pending Investigation: 54

Pending Review by Disciplinary Committee: 0

Pending Dispositive Action: 20

    Pending Hearing: 10

    Post-Hearing: 0

    Other: 1

New files opened since last Board meeting: 12 C-Files; 8 M-Files

Notices of Hearing sent since last Board meeting: 3

Consent Orders received since last Board meeting: 0

Cases reviewed by Disciplinary Committee since last Board meeting: 20

PRENEED RECOVERY FUND CLAIMS

Current Active Preneed Recovery Fund Claims: 5

Pending Investigation: 5

Pending Dispositive Action: 0

Preneed Recovery Fund Claims received since last Board meeting: 2

Preneed Recovery Fund Claims re-opened since last Board meeting: 0

Preneed Recovery Fund Claims reviewed by Committee since last Board meeting: 0

Ms. Lee then inquired whether the Board was prepared to proceed with a vote on the Rules that had been tabled at the previous month's meeting. Ms. Coleman asked that the matter be brought up in old business. Ms. Lee continued her report by explaining the process for individuals and businesses who failed to timely renew their licenses. Ms. Lee then asked if the Board would like to delegate authority to Board staff to sign the Consent Orders received for reinstatement purposes on behalf of the Board.

***Upon a motion by Mr. Overcash and a second by Ms. Anderson the Board voted unanimously by roll call to allow Board staff to sign reinstatement consent orders on behalf of the Board.***

### **Old Business**

Ms. Coleman asked for a motion to amend the following rules as published in the NC Register:

- i. 21 NCAC 34A .0201 (Fees and Other Payments)
- ii. 21 NCAC 34B .0103 (Authorized Practice: Supervision)
- iii. 21 NCAC 34B .0105 (Funeral Director Trainee Application Form)
- iv. 21 NCAC 34B .0106 (Embalmer Trainee Application Form)
- v. 21 NCAC 34B .0107 (FSL Trainee Application Form)
- vi. 21 NCAC 34B .0120 (Trainee Final Affidavits)
- vii. 21 NCAC 34B .0211 (National Board Certificate)
- viii. 21 NCAC 34B .0310 (Practice of Funeral Service or Funeral Directing Not as an Owner, Employee, or Agent of a Licensed Funeral Establishment)
- ix. 21 NCAC 34B .0313 (Procedures for Provisional Licensure)
- x. 21 NCAC 34B .0408 (Continuing Education Program)
- xi. 21 NCAC 34B .0502 (Application Form and Equivalent Examinations for Reciprocal License)
- xii. 21 NCAC 34B .0608 (Application Form for Funeral Establishment Permit and Branch Establishment Permit)

- xiii. 21 NCAC 34B .0610 (Application Form for Funeral Establishment Permit and Branch Establishment Permit)
- xiv. 21 NCAC 34B .0616 (Body Identification Tags)
- xv. 21 NCAC 34B .0617 (Practicing During Disasters)
- xvi. 21 NCAC 34B .0801 (Definitions)
- xvii. 21 NCAC 34B .0802 (Initial Transporter Permit Application Form)
- xviii. 21 NCAC 34B .0803 (Transporter Permit Renewal Application Form)
- xix. 21 NCAC 34D .0305 (Transfer of Trust Funds to Insurance Funded Product)

***Upon a motion by Mr. Nunnaley and a second by Mr. Sutphin the Board voted unanimously by roll call to amend the rules as published in the NC Register.***

Ms. Coleman asked for a motion to repeal the following rules as published in the NC Register:

- i. 21 NCAC 34A .0122 (Character Affidavit) (repeal)
- ii. 21 NCAC 34B .0618 (Practicing During Emergencies) (repeal)
- iii. 21 NCAC 34C .0101 (Election to Crematory Authority) (repeal)

***Upon a motion by Mr. Sutphin and a second by Mr. Holland the Board voted unanimously by roll call to repeal the rules as published in the NC Register.***

Ms. Coleman asked for a motion to adopt the following rules as published in the NC Register:

- i. 21 NCAC 34B .0807 (Initial Transportation Service Permit Application Form)
- ii. 21 NCAC 34B .0808 (Transportation Service Permit Renewal Application Form)
- iii. 21 NAC 34D .0305 (Transfer of Trust Funds to Insurance Funded Product)

***Upon a motion by Mr. Sutphin and a second by Mr. Allen the Board voted unanimously by roll call to adopt the rules as published in the NC Register.***

Ms. Coleman asked Mr. Lisenbee whether he had any updates on his planned visit to the natural organic reduction facility. Mr. Lisenbee replied that he did not have any updates at this time.

### **New Business**

Ms. Coleman then called for any new business. Mr. Lisenbee indicated that he had made some changes to the embalming facility application to make it align with current Statutes and Rules. Discussion ensued.

***Upon a motion by Mr. Overcash and a second by Mr. Holland the Board voted unanimously by roll call to accept the proposed changes to the Embalming Facility application.***

*Upon a motion by Mr. Overcash and a second by Ms. Anderson the Board voted unanimously by roll call to convene in closed session to hear matters subject to attorney-client confidentiality pursuant to N.C. Gen. Stat. § 143-318.11.*

*Upon proper motion the Board voted unanimously by roll call to reconvene in open session.*

*Upon a motion by Mr. Overcash and a second by Mr. Allen the Board voted unanimously by roll call to accept the consent order for case no. M26-0007, New Zion Corporation, DBA W. E. Flanagan Memorial Funeral Home & Cremations.*

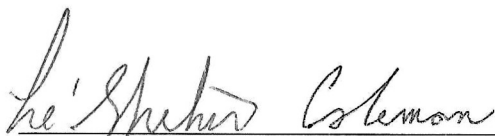
*Upon a motion by Mr. Overcash and a second by Mr. Hilderbrand the Board voted unanimously by roll call to accept the consent order for case no. M26-0002, Regional Orlanda Pruitt, DBA Pruitt Funeral Home, Regional Orlanda Pruitt, and Erwin B. Costner.*

*Upon a motion by Mr. Overcash and a second by Mr. Holland the Board voted unanimously by roll call to seek an injunction against C. C. Hodges in his individual capacity, and the following businesses: C. C. Hodge Funeral Home, C. C. Hodges and Sons Funeral & Cremations, and Cremations by simplicity.*

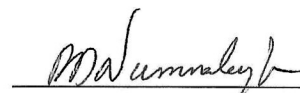
*Upon a motion by Mr. Overcash and a second by Mr. Sutphin the Board voted unanimously to adjourn the meeting.*

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**Affirmation:**



Ms. Le'Shekia Coleman, President



Mr. Robert Nunnaley, Secretary

3/11/2026

Date